



AAVP Code of Conduct Policy

Purpose:

The American Association of Veterinary Parasitologists (AAVP) is committed to providing a respectful and safe environment that is free from harassment, discrimination, bullying, retaliation, as well as other forms of intimidation and disruptive behavior for all our members: faculty, staff, residents, students, speakers, guests, and volunteers (“Participants”), regardless of gender, sexual orientation, disability, race, ethnicity, religion, national origin, age or other protected characteristics. The same also applies to hotel staff, AV contractors, vendors etc. associated with AAVP events.

All AAVP Participants are expected to exercise consideration and respect in their speech and actions and to conduct themselves in an appropriate and professional manner.

AAVP members and those associated with this organization are role models for personal and professional ethical standards as stated in the **AAVP Code of Professional Ethics**. Standards also are stated for the veterinary profession in the Veterinarian’s Oath and the American Veterinary Medical Association’s Principles of Veterinary Medical Ethics.

Applicable Settings:

This policy extends to all AAVP-related settings, including but not limited to:

- Annual Meeting, including scientific sessions, pre-and post-meeting workshops, tours including ancillary events and all social gatherings within and outside the hotel(s) and conference meeting rooms
- Executive Committee meetings (in person or virtual)
- Committee meetings (in person or virtual)
- Written, verbal and/or video communications

Prohibited Behaviors:

AAVP members and other Participants (e.g. staff) are expected to conduct themselves in an appropriate and professional manner. As ambassadors for our profession, Members and Participants of AAVP meetings will, at all times, demonstrate high standards of personal conduct and aspire to elevate the profession by modeling integrity, competency, professionalism, truthfulness and collaboration. Members and Participants of the AAVP will:

Abide by the **AAVP Code of Professional Ethics**.

- Practice the profession with civility, honesty, integrity and accountability
- Refrain from conduct that is intimidating, harassing, bullying, abusive, discriminatory, disruptive, threatening, unlawful or demeaning toward others
- Refrain from discrimination or harassment, as defined in the **AAVP Anti-Harassment and Discrimination Policy**
- Truthfully and accurately represent one’s credentials, professional education and experience
- Refrain from destroying or vandalizing the property or materials of others
- Refrain from inappropriate use of alcohol, or smoking in non-designated areas
- Honor the intellectual property rights of the AAVP and its Participants
- Refrain from harmful or prejudicial verbal or written comments or visual images related to gender, sexual orientation, race, religion, disability, or other protected characteristics
- Refrain from inappropriate use of nudity and/or sexual language and images in public spaces (including presentation slides and speech) and in emails

- Refrain from any threatening conduct including threats to use a weapon to cause injury to others
- Refrain from any other illegal activity not already covered above

This list is not intended to be all-inclusive, but to demonstrate the type of conduct that the AAVP expects from its Members and other Participants.

Photography, Recording and Social Media:

The AAVP promotes advancement and open sharing of scientific knowledge and also recognizes a fundamental responsibility to prevent the unauthorized use of proprietary, preliminary, or unpublished information shared by speakers.

- **Photography:** Flash photography is prohibited. Non-flash photographs may be taken during oral or poster presentations for non-commercial personal use only, unless prohibited by the speaker, and may NOT be published in any form. Notification of the audience regarding prohibition of photography for a session or presentation will be made by the moderators and/or presenters at the beginning and end of a session by the moderator and at the beginning of a presentation by the moderator and/or presenter. If no such notification is made, then the parameters of this section remain in effect. Distraction to presenters and audience members must be minimized when capturing images.
- **Audio Visual Recording:** Audio or video recording of sessions at the annual scientific meeting by means of any device (e.g. cell phones/PDAs, laptops, cameras, etc.) is prohibited unless prior written permission is granted by both the presenter and current program chair.
- **Social Media:** Attendees may post information from sessions on social media in a professional manner but are expected to respect the wishes of presenters. Information or images from presentation slides marked "DO NOT POST" may NOT be shared on social media in any form, even if no other prohibition is in place regarding the presentation. Information on posters may NOT be posted to social media unless permission is granted by the corresponding author/presenter. Participants are expected to respect the copyright and other intellectual property rights of presenters.

NOTE: The AAVP President or Executive Committee may designate one or more individuals to capture photographs (or audio/video on special occasions) of presenters or sessions for historical reference or promotional use by the organization (such as for use in the AAVP Newsletter).

Reporting:

Reporting of conduct in violation of this policy, including discrimination or harassment, may be made to any AAVP Executive Committee member, including the AAVP President, who will bring the report forward to all members of the AAVP Executive Committee. Reporting may be in person, by telephone or in writing. The existence of this policy is not intended to, and does not, supersede any employer, educational institution, or other agency or entity's policies, standards of conduct, and related reporting requirements applicable to a particular individual.

Every report of harassment or discrimination is subject to the reporting and investigation provisions in the **AAVP's Anti-Harassment and Discrimination Policy**. The scope of an investigation will depend on investigations of the same conduct by third parties, such as employers, educational institutions or vendors/contractors. The AAVP prohibits retaliation against any individual who in good faith reports discrimination, harassment or any other conduct prohibited by this policy. The AAVP further prohibits

retaliation against any individual who in good faith participates in an AAVP investigation into a report made under this policy.

The AAVP will take appropriate action against any individual who violates this policy. The process is outlined in the **AAVP's Disciplinary Action and Appeals Procedure** and the **AAVP Whistleblower Policy**. Copies of the Bylaws may be obtained from any Executive Committee member, from the AAVP support staff, or the AAVP website.

Consequences:

Unacceptable behavior including violations of this policy, by any Participant, including attendees, sponsors, exhibitors, contractors, volunteer leaders, vendors, venue staff, and anyone with decision-making authority, will not be tolerated. Anyone asked to stop unacceptable behavior is expected to comply immediately.

If a Participant engages in unacceptable behavior, the AAVP staff/Executive Committee members may take any action they deem appropriate, including removal from the meeting, without refund, and/or prohibition from attending future AAVP meetings. Egregious violations will result in more severe sanctions, including the possibility of reporting to local law enforcement.