

## **SIM Houston Event Participant Code of Conduct**

### **Purpose:**

SIM is a not-for-profit association of key information technology leaders dedicated to

- 1) Knowledge sharing among its membership,
- 2) Serving as the voice of the IT leader on key issues,
- 3) Developing future IT leaders, and
- 4) Giving back to the communities in which we operate.

The professional network our members have established over the years is a result of relationships based upon trust, openness, and mutual respect. Ever since its founding in 1969, SIM has taken great pride in building a forum for knowledge sharing and participation that is unencumbered by commercial bias.

SIM believes that IT leadership comes from many disciplines, including practitioners, academics, consultants, and vendors. As such, the SIM membership criteria allows for both *consumers* as well as *providers* of IT products and services. Membership acceptance is based upon the candidate's impact upon and contribution to professional practices that advance the business value of Information Technology in the organizations we serve. This open door to a diverse set of IT leaders requires a quid pro quo on the part of all participants to preserve the forum mentioned above, rather than serving as a platform for individual or organizational commercial gain. The target for SIM Houston Chapter percentage for membership is 85% practitioners to 15% of academics, consultants, and vendors. Non-Practitioners are limited to two to three members per industry.

SIM understands the value of networking to build professional and personal relationships. We expect our members and affiliates to be proud of their personal and company's accomplishments and to share valuable experiences and insight. Promotion of products and services, whether or not in the IT marketplace, is a natural occurrence in established personal relationships among professional colleagues. This Code of Conduct is intended to clarify when behaviors cross the line of what is in the best interest of the membership of our Society as a whole.

The Code of Conduct serves as a guideline subject to broad and responsible interpretation by SIM officers. It is supplemented by SIM policies and practices that are written to be more specific in certain areas. Failure to abide by these codes of conduct will normally result in a warning and could lead to dismissal from participation in SIM in accordance with Chapter and SIM Central by-laws. This Code of Conduct will be reviewed annually by the SIM Leadership to evaluate relevance to actual experiences and to highlight areas needing further clarification.

### **General Expectations:**

Lists of SIM members, chapter meeting attendees, conference attendees, or other similar documents published by SIM may not be used for the purposes of broadcast or cold call solicitation without the written consent of the appropriate SIM Chapter or Central officers.

No one except those who were past or current full SIM members in good standing may reference their past or current SIM membership in documents such as resumes, biographies, or company profiles.

SIM actively promotes the sharing of ideas and intellectual capital among its membership. We encourage this exchange by publishing papers and reports submitted by members and partners; forming working and special interest groups to exchange information and best practices; and enabling SIM web sites to serve as document repositories on topics of interest.

When such activities are contemplated, the following principles must be observed:

1. The focus of such activities must be primarily intellectual and not commercial. Any reference to products and services offered by the author or participant must be incidental to the focus of the document or activity. All activities are expected to be highly professional and objective in tone and content.
2. Initial availability of the offering should be made through chapters or SIM Houston who will only communicate offerings that meet these guidelines. Once a member has opted to receive a document or participate in an activity, future communications with that member regarding the document or activity are appropriate.
3. Authors and discussion group leaders are encouraged to submit all documents and group activity reports to the SIM Houston website where they will be placed in a repository and made available to all members as part of SIM's intellectual capital.

### **Event Participants:**

Participants are expected to participate in SIM activities for the purpose of knowledge sharing and networking, rather than for selling. SIM members who feel they have been sold to without their consent have the right to request the seller to stop and can report such behaviors to the appropriate Chapter or SIM Houston board members. SIM encourages members to invite guests to many events. It is a valuable recruiting and promotional method. Prospective members, those in a position to promote SIM, such as the press or dignitaries, and social guests are normally welcome. Guests should not be invited for the purpose of selling to other SIM members.

### **Event Etiquette:**

It is the goal of SIM Houston to promote a mutually beneficial and productive event environment by not tolerating any conduct/behavior that is disruptive, offensive, or hostile. Participating in a SIM Event is a privilege, not a right. Unacceptable behavior, on the part of any participant, is subject to review and possible discipline by the SIM Houston Board of Directors.

Unacceptable behavior includes but is not limited to:

- Abuse of or mistreatment of sponsors, SIM members, event staff or volunteers.
- Unprofessional behavior before, during or after a SIM event.
- Malicious gossip and/or spreading rumors.

Should the behavior of any sponsor representative be contrary to the Sponsor Code of Conduct, the following disciplinary steps may be taken by the Board:

- A written warning will be issued together with an invitation to meet with the Board to discuss the issue(s).
- Continuance of unacceptable behavior may result in immediate expulsion from participation opportunities in all SIM activities.