

CU BUILD Code of Conduct

This document shamelessly borrows content from the good folks at Dallas Future Society and hackathon.guide. Thank you for your forgiveness!

CU Build, an Unincorporated Nonprofit Association in the state of Texas, is a volunteer team of passionate, innovation-driven credit union professionals dedicated to hosting a first of its kind build-a-thon event for the credit union industry based on cooperative principles, focusing on the Symitar ecosystem. As such, CU Build is committed to providing a safe and welcoming space, without regard to age, gender, race, ethnicity, nationality, sexual orientation, political affiliation, or any other attribute. We expect all members, participants and attendees to demonstrate respect and appropriate behavior to any and all persons present, regardless of their connection or lack thereof to the event.

Above all, we ask everyone to exercise common sense rules for public behavior, personal interaction, common courtesy, politeness, and respect for private property. In other words:

Be Excellent to Each Other

In order to promote a mutually positive experience at CU Build, we have established the following Code of Conduct.

1. APPLICABILITY:

This code of conduct serves to ensure that everyone and anyone who wishes to participate in CU Build is able to do so, and applies to all persons during all associated activities, including online activities such as postings on GitHub, Slack, discussion groups and forums, etc.

2. MEDICAL EMERGENCIES:

In the event of a medical emergency, please go directly to the nearest hotel staff member for assistance, not the event staff. The hotel has standing procedures in place for these situations.

3. IDENTIFICATION (BADGES):

Each participant will be provided with a badge. Your badge is your permit into build-a-thon functions and spaces. Wear your badge so it is visible at all times. Anyone seen

without a badge in any of our function rooms will be asked to leave and retrieve their badge before returning. If you lose your badge, you may be required to pay for a replacement.

If you find someone's badge or lose your own badge, please contact a CU Build volunteer.

4. **SAFETY:**

We will not tolerate dangerous, illegal, or destructive behavior at the event. Please immediately report any incidents to a CU Build volunteer. Any members found to have participated in potentially dangerous, illegal, or destructive activity anywhere in or around the venue hotel will be asked to cease immediately and may be subject to the Consequences section listed below (see #14).

5. **MANNERS & ETIQUETTE:**

We expect all members to treat all people at the event with respect. The best way to do that is by exercising good manners and by being patient and polite. Please be aware of your tone of voice, body language, and behavior. In short, be polite and be nice.

Because CU Build involves the creation of distinct bodies of code (a.k.a. projects), you are expected to refrain from any and all intentional or unsolicited tampering with other teams' projects. ***Failure to follow this directive will make you immediately subject to the Consequences listed below in Section #14.***

6. **ANTI-HARASSMENT:**

We want everyone to have a great time, consequently we will not tolerate harassing or menacing behavior. Please report to a CU Build Volunteer any incidents of verbal or physical harassment including but not limited to:

- Inappropriate language or gestures such as suggestive, insulting, intimidating, demeaning, discriminatory, or offensive comments
- Unwanted physical or sexual attention
- Unwanted physical contact or proximity
- Threatening language or behavior

If you feel you or another member are being harassed, please do the following:

- Tell the individual that their behavior is inappropriate and ask them to stop
- If they don't stop, or you do not feel comfortable addressing them, then immediately contact a CU Build volunteer.
- Provide the CU Build volunteer with as much information about the incident as possible, including badge name (if available) and description

- The CU Build Committee and event leadership team will work to evaluate and address the incident as quickly as possible

Advice - If someone asks you to leave them alone or tells you "no" or "stop", immediately acknowledge the request, walk away, and do not approach them again. This will stop most incidents from escalating and allow everyone to enjoy CU Build. Always remember your "good fun" might be another person's harassment.

7. ATTIRE:

Dress comfortably, but in a manner consistent with Casual Day in any reasonable office environment. Jeans and T-shirts are fine, so long as they are in good repair and do not exhibit offensive language or graphics. Shoes must be worn at all times.

8. OTHER HOTEL GUESTS:

Please be considerate to all hotel guests. There may be other events going on at the hotel. Please treat non-build-a-thon guests with courtesy and deference. Do not disrupt other events that may be going on at the hotel. Please observe all rules posted by the hotel.

9. SMOKING & E-CIGARETTES:

Smoking and use of e-cigarettes or similar devices of all kinds is prohibited in all areas of the hotel, including function rooms, sleeping rooms and hallways. Please obey the hotel's posted smoking policies in other areas in and around the hotel.

10. ALCOHOL:

The legal drinking age in Texas is 21 years old. Any minors found in possession of alcohol or any adults found to be providing alcohol to minors will have their memberships revoked and be removed from the event. No exceptions. Please drink responsibly.

Advice - If you have had too much, please get a room at the hotel, call a cab, or ask a sober friend for a ride.

11. FOOD:

No food or drink is allowed in any event space except what is provided by the hotel unless otherwise specified.

Advice – Apart from the food and drinks CU Build is providing, the hotel has dining options including a restaurant and bar. Check them out or order in to your room if the provided food doesn't include what you want. If this still doesn't resolve your questions,

then know that you can bring in your own regular size candy bar or single serving bag of chips, but not a pizza. Again, please use common sense.

12. HEALTH AND WELFARE (5-2-1):

Not only for your own enjoyment of the event, but also for the enjoyment of your fellow developers, please follow the 5-2-1 rule: at least 5 hours of sleep a night, at least 2 nutritious meals a day, at least 1 shower a day.

Please minimize the use of colognes and perfumes. Many people are sensitive or allergic. Clean is the best smell of all.

13. WEAPONS:

No one is allowed to carry any weapon that would be considered illegal in Texas. If you have a concealed carry/open carry firearms license, let us know so we can properly refer you to hotel security. Please use common sense.

14. CONSEQUENCES:

The Officers of CU Build reserve the right to evaluate any and all potential Code of Conduct violations. Failure to adhere to this Code of Conduct may result in one or more of the following:

- Mediation with all parties involved by a CU Build Officer or designated representative
- Verbal warnings
- Revocation of badge and/or removal from hotel
- Reporting individual to hotel staff/security
- Reporting individual to local law enforcement
- Any other actions deemed appropriate by the CU Build Officer

15. EVALUATION OF CONDUCT VIOLATION CLAIMS:

In all cases, the Officers of CU Build will strive to quickly and impartially evaluate all available facts in order to make a fair determination. Consequently, we reserve the right to investigate the circumstances of all accusations and apply the above list of consequences to individuals who we determine to be in violation of this Code of Conduct.

We recognize that some Code of Conduct violation accusations may be false either due to misunderstandings or malice. In cases of misunderstanding, we will strive to arbitrate an equitable resolution for all parties involved. Anyone we determine to have

maliciously brought a false Code of Conduct violation accusation will be subject to one or more of the consequences listed above.

The Officers of CU Build are the sole interpreters and arbiters of the Code of Conduct rules for this event.

16. ASK!

This Code of Conduct is a living document and is ultimately owned by the CU Build community. No policy can cover every contingency, so we welcome your comments and suggestions!