

ASSOCIATION FOR THE STUDY OF AFRICAN AMERICAN LIFE AND HISTORY

Membership Code of Conduct

The Association for the Study of African American Life and History (ASALH) is committed to creating an environment of respect to foster the trust, confidence, mutual cooperation and acceptance of diverse views that we owe each other and which is needed for the organization to succeed. The following Code of Conduct strives to achieve this outcome and the standard to which ASALH members will be held.

Code

As an ASALH member, I aspire to:

- Respect and uphold rules and regulations, by abiding by public laws and ASALH policies and procedures, and upholding the reputation of ASALH;
- Help ASALH and the branches achieve their overlapping objective of educating the public about Black heritage, and its place in American history;
- Adhere to the highest standard of behavior by acting honestly and ethically in all interactions, raising questions and seeking expert guidance; and not seeking or acquiring damaging information, or allowing it to be used;
- Respect the confidentiality of information gained through work as a member and safeguard its use;
- Create and sustain an environment of openness, respect, compassion and inclusivity;
- Avoid conflicts of interest (activities that are in conflict or appear to be in conflict) such as using one's role for personal, material or financial gain or seek preferential treatment.

Procedure for Infraction

Any member may be disciplined for actions that discredit or embarrass the Association or are not in its best interest. Infractions of this Code should be reported directly to Vice President for Membership at _____..

The Membership Committee shall determine whether the complaint warrants further consideration or is of such a minor nature that it should be dismissed with written notification to the complainant and respondent (person against whom the complaint was made).

If the membership Committee determines that further consideration is warranted, it shall appoint a three-member Review Subcommittee to investigate the complaint and shall inform the Executive Council. Members of the Review Subcommittee must be unrelated to the complainant or respondent, and the Subcommittee may be in place for a period of three years.

During the investigation, the respondent shall be entitled to due process, including notification of complaint, any evidence provided and the opportunity to be heard. After the investigation and recommendation from the Review Subcommittee, ASALH shall either dismiss the complaint or impose discipline, and give written notice of the decision to the complainant and respondent within 45 days of the conclusion of the investigation.

Any sanction imposed shall be commensurate with the infraction and may run the continuum from a letter of reprimand, suspension of membership for a designated period, termination of membership or providing restitution. The Review Committee shall base its recommendation on whether the action consists of a repeated course of conduct compared to a single event, the complainant or a third party was harmed and whether the member has taken or has agreed to take corrective action.

If the member is terminated, the termination is **indefinite**.

ASALH reserves the right to update this Membership Code of Conduct.

Adopted by Membership at its September — — — — business meeting.