

# Code of Conduct for John Tyler Community College Travel

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During times of travel and while representing John Tyler Community College, it is expected that employees, non-employees, and students conduct themselves in a manner that will enrich the overall college goals, the mission, and the vision of Tyler. Participants should adhere to all codes of conduct and rules outlined in the **John Tyler Community College Student Handbook**.

## **Trips:**

- Participants behavior to, from, and during the trip should reflect the student code of conduct.
- Student and employee identification cards should remain on participants at all times.
- Alcoholic beverages are not allowed while attending a Tyler sponsored event.

## **Conferences:**

- During conferences, participants are expected to attend all meetings (may vary based on individual conference requirements), workshops, and scheduled events, as directed by the travelling advisor. Questions regarding specific conference requirements should be directed towards conference staff and college personnel.
- Various conferences may require an **extended amount of travel and overnight lodging**. Participants who are staying in a hotel/lodging facility are expected to act in a manner that is respectful;
  - Participants shall be assigned a specific room and roommate prior to the date of the conference by the travelling advisor. Concerns regarding room specifics should be brought to the attention of the travelling group advisor.
  - Guests are not allowed in unassigned rooms after 10pm.
  - Participants sharing a room should respect your roommate and their desires.
    - Roommates have the right to express if they do not wish to have visitors.
  - Participants shall also be considerate of your roommate's right to sleep.
- All questions or concerns during conferences and trips should be immediately brought to the attention of the travelling Advisor.

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I have read and understand the "Student Activities-Code of Conduct" for John Tyler Community College and Tyler travel and agree to abide by these rules. Please fill out the following information below:

Date: \_\_\_\_\_ Club/Organization: \_\_\_\_\_

Participant Printed Name: \_\_\_\_\_

Participant Signature: \_\_\_\_\_

Advisor Signature: \_\_\_\_\_

(Please return to the Office of Student Activities)