



NSBE Tucson Mentoring Program – Agreement Form

This agreement form, by the Tucson Alumni Extension (TAE) of the National Society of Black Engineers (NSBE) establishes participation in the *NSBE Tucson Mentoring Program*, herein referred to as “the Program”. The Program is a personal and professional development relationship between the University of Arizona and Tucson Alumni-Extension chapters of NSBE. All participants shall agree to the terms and conditions set forth in the NSBE Member Code of Conduct below:

NSBE National Member Code of Conduct

Purpose of the Code

The primary concerns of the National Society of Black Engineers (NSBE) are our mission and our members. NSBE is dedicated to the academic, professional, and cultural development of our student and professional members, as well as the development of ethically sensitive and responsible persons. It seeks to achieve these goals through sound academic and professional programming and through regulations and policies governing conduct that encourages independence, maturity and respect for the rights and viewpoints of others.

Conduct at non-Society-sponsored activities is viewed as the members’ personal business. Conduct at Society-sponsored events is expected to be in accordance with this *Member Code of Conduct* (hereafter referred to as “the Code”). The Society reserves the right to impose disciplinary sanctions or take other appropriate action when conduct is not in accordance with the Code.

This Code is in effect for chapter, regional and national Society activities.

The following categories and examples of unacceptable behavior are subject to disciplinary actions. The Society reserves the right to identify other behaviors not listed below. Such determinations will be made by the National Executive Board (NEB). For Society activities at chapter and regional events, Chapter or Regional Executive Boards can make the determination with the consent of the NEB.

Personal Misconduct

Unacceptable personal misconduct is defined as:

1. Harassing, physically threatening, or physically or verbally abusing any person in the Society or at any Society sponsored function or event.
2. Conducting oneself in a manner endangering the health or safety of another person.
3. Harassing any individual because of that person’s race, color, gender, religion, marital status, disability, sexual orientation, or for other reasons by:



- Intentionally subjecting another person to offensive physical contact other than self-defensive.
 - Specifically insulting another person in his or her immediate presence with abusive words or gestures when a reasonable person would expect that such act would cause emotional distress or provoke a violent response.
 - Unwanted sexual behavior directed toward an individual.
4. Engaging in lewdness or indecency.
 5. Exhibiting disorderly conduct (including that resulting from drunkenness), unreasonable noise, or behavior that results in unreasonable annoyance.
 6. Tampering with safety systems (such as fire-fighting equipment), turning in a false alarm, or engaging in behavior that constitutes a fire hazard.
 7. Stealing any property.
 8. Selling, brandishing, or possessing firearms, ammunition, explosives, dangerous chemicals, or any other objects as weapons.
 9. Defacing property, public or private.

Disruption

Disruption shall be defined as:

1. Creating noise or other disturbances that disrupt Society activities or Society sponsored events, or that disrupt either participants or non-participants at the venue of a Society-sponsored event.

Abuse of Controlled Substances

Controlled substances shall be defined as:

1. **Intoxicants:** The purchase, possession or consumption of alcoholic beverages is regulated by State law. Members are expected to know and abide by State law and by Society rules and regulations governing the use of alcoholic beverages at Society sponsored events. The following is not permissible:
 - Possession or consumption of alcoholic beverages by persons under 21 years at Society sponsored events.
 - Furnishing alcoholic beverages to any member under the age of 21 years
 - The use of alcohol is not permitted at Society sponsored events for persons under the age of 21 years.
 - Consuming alcohol at a Society sponsored event in public areas (i.e. hotel lobbies or hallways).
 - Using Society funds for the purchase of alcoholic beverages.
2. **Illegal Drugs and Substances:** Members are not permitted to be under the influence of, possess, manufacture, distribute, or sell illicit drugs, as prohibited by State law, at Society-sponsored or approved events. Reasonable suspicion of possession or use of illegal drugs and substances at Society sponsored events may subject the person involved to investigation.



Disciplinary Authority

Violation of the Code may be reported by any attendee at a NSBE-sponsored event. Such violations should be reported in writing no less than 10 days after the alleged occurrence. Violations should be reported to the Standards & Ethics Committee of the National Executive Board.

Violation of the Code

Violation of the Code may subject the member to disciplinary action, including suspension of membership or expulsion, as well as punishment in accordance with federal, state, or municipal law.

Warning

A warning constitutes administrative action that informs the member that he/she has violated the Code and that a record will be kept of that violation at NSBE Headquarters for one year. If a member who is on warning again violates the Code of Conduct, probation or more serious and formal disciplinary action will be taken.

Probation

Probation constitutes administrative action that informs the member in writing that he/she has violated the Code, and that a record will be kept at NSBE Headquarters for two years. The behavior of the member is expected to be exemplary during the two-year probation period. Any future charges against the member may be cause for suspension, expulsion, or more serious disciplinary action.

Restitution

Restitution constitutes reimbursement for damage to or misappropriation of property, which may take the form of direct financial compensation, of service, or other forms of indirect compensation. In the event that damage occurs as a result of a member's action and that action represents a Code violation, the member will be held personally liable for restitution.

Suspension

Suspension is the exclusion from all Society sponsored events for a period of one year. Records of suspensions will be kept on file for five years.

Expulsion

Expulsion is the termination of member status for an indefinite period. Records of expulsions will be kept on file for ten years

Readmission

Conditions for readmission, if any, shall be stated in the notice of expulsion. Readmission will be granted at the discretion of the National Executive Board following a recommendation from the Standards and Ethics Committee.



NATIONAL SOCIETY OF BLACK ENGINEERS

TUCSON ALUMNI EXTENSION

I have read the contract of agreement, understand the rules of the program and agree to abide by the NSBE Member Code of Conduct. I also understand that disciplinary actions may be taken if I do not comply with the Code of Conduct.

I agree to communicate with my Mentor/Mentee at least once per month, without fail, for the duration of the program term or fiscal year, whichever comes first. I agree to participate in at least one face-to-face meeting (includes kickoff event and program socials)

I agree to help improve the NSBE Tucson Mentoring Program by providing feedback and completing the monthly log form and an evaluation form at the conclusion of the program.

I agree that all personal information shared between the Mentor and Mentee will remain in confidence.

Name (Print) _____

Signature _____