

# **Columbia University Formula Racing**

## **Conduct and Community Standards**

### *Columbia FSAE 2021-22 Member Conduct Policy*

*The policies listed below are a combination of policies taken directly from [Columbia University's conduct guidelines](#) as well as some that are introduced by Columbia University Formula Racing. All of Columbia University's student conduct guidelines must be adhered to in addition to the ones listed below. Those who violate any of these policies will face the appropriate consequences as outlined by Columbia University and by Columbia University Formula Racing.*

#### **I. Columbia University Conduct Guidelines**

##### **Behavioral Violations:**

##### **1. Discrimination:**

- a. No student should engage in behavior that is inconsistent with the [Columbia University Non-Discrimination Statement and Policy](#).
- b. Specifically, Discriminatory Harassment, in violation of Columbia's Non-Discrimination Statement and Policy, is defined as subjecting an individual to unwelcome conduct, whether verbal or physical, that creates an intimidating, hostile, or abusive environment. Harassment may include but is not limited to: verbal abuse; epithets or slurs; negative stereotyping; threatening, intimidating or hostile acts; denigrating jokes; insulting or obscene comments or gestures; and display or circulation of written or graphic material that denigrates or shows hostility or aversion toward an individual or group.

##### **2. Disruptive Behavior:**

- a. No club member shall engage in behavior that compromises the well-being of the University and Club community. This includes but is not limited to behavior that is disruptive to the Club environment. Members shall not expose others to conduct that is disorderly, lewd, or indecent.

### **3. Endangerment:**

- a.** Knowingly and/or recklessly endangering the health or safety of others or oneself is prohibited. The implied consent of the person against whom such violence or force is used will not be considered a justification for engaging in prohibited behavior. Prohibited behaviors include, but are not limited to:
  - i.** acts that endanger human life, or threaten physical injury
  - ii.** unwanted physical contact with any person that reasonably places that person in fear of physical injury or danger is prohibited (e.g., physical restriction, fighting, pushing, punching, slapping, spitting on, and/or kicking any person).

### **2. Harassment:**

- a.** Harassing any individual for any reason is prohibited at Columbia University and in Columbia University Formula Racing. Harassment is defined as unwelcome verbal or physical conduct/threat of physical conduct that, because of its severity, or persistence, interferes significantly with an individual's work or education, or adversely affects an individual's living conditions. Harassment of an individual may occur in person, via electronic means, or through a third party. A single, isolated incident may qualify as harassment if, based on the facts and circumstances, the severity adversely affected an individual's work, education, or living conditions.

### **3. Hazing:**

- a.** Any reckless or intentional act that endangers the mental or physical health or safety of a member for the purpose of admission into or as a condition of continued membership in the club, is prohibited. Apathy or acquiescence in the presence of hazing are not neutral acts; they will also be considered violations of this policy.

### **4. Vandalism:**

- a.** Knowingly or recklessly damaging, vandalizing, destroying, defacing, or tampering with University, public, club or private property of another person, is prohibited.

## **Misconduct:**

### **1. Gender-based Harassment:**

- a.** Gender-based harassment can occur if a person is harassed either for exhibiting what is perceived as a stereotypical characteristic of their gender or for failing to conform to stereotypical notions of masculinity or femininity, and that harassing conduct unreasonably interferes with a person's education or participation in educational

programs or activities, or creates an intimidating, hostile, demeaning, or offensive academic, campus, or living environment.

- b. The following describes some conduct that may be gender-based harassment:
  - i. Acts of aggression, intimidation, stalking, or hostility based on gender or gender stereotyping
  - ii. Threats or non-consensual disclosure of a person's gender identity (i.e. "outing")

## **2. Hostile Environment:**

- a. A hostile environment may arise when unwelcome conduct of a sexual or gender-based nature unreasonably interferes with a student's ability to participate in or benefit from an education program or activity, or creates an intimidating, threatening, demeaning, or offensive academic, campus, work or living environment. In evaluating whether there is evidence of a hostile environment, the University will consider the totality of the known circumstances from the point of view of a reasonable person, including but not limited to:
  - i. The frequency, nature and severity of the conduct
  - ii. Whether the conduct was physically threatening
  - iii. The effect of the conduct on the Complainant's mental or emotional state
  - iv. Whether the conduct was directed at more than one person
  - v. Whether the conduct arose in the context of other discriminatory conduct
  - vi. Whether the conduct unreasonably interfered with the Complainant's educational or work performance and/or University programs or activities
  - vii. A single, isolated incident of sexual or gender-based harassment may, based on the facts and circumstances, create a hostile environment. The more serious the conduct, the less need there is to show a repetitive series of incidents to demonstrate a hostile environment

## **3. Sexual Harassment:**

- a. Unwelcome sexual advances, requests for sexual contact, and other verbal, physical, or visual conduct of a sexual nature constitute sexual harassment when submission to such conduct is made either explicitly or implicitly a term or condition of an individual's academic, co-curricular, or student life activities, submission to or rejection of such conduct by an individual is used as the basis for academic evaluation, grades, advancement or participation/status in student life activities (i.e. "quid pro quo"). Quid pro quo sexual harassment can occur whether a person resists and suffers the threatened harm, or a person submits and avoids the threatened harm, and can occur even if the person delays in reporting the harm, such conduct is intentional, serves no legitimate purpose, and involves contact with parts of another individual's body that may cause that person to feel degraded or abused, when such conduct is for the purpose of gratifying the actor's sexual desire, when such conduct has the effect of unreasonably interfering with a student's education or participation in educational programs or activities or such conduct

creates an intimidating, hostile, demeaning, or offensive academic, campus, work or living environment

- b.** The following describes some of the acts that may be sexual harassment:
  - i.** Conduct of a sexual nature, such as intentional and non-consensual physical contact which is sexual in nature, including touching, pinching, patting, grabbing, poking, or brushing against another person's intimate body parts
  - ii.** Unwanted sexual advances, propositions or other sexual comments, such as: (1) subtle or obvious pressure for unwelcome sexual activities; or (2) sexually oriented gestures, noises, remarks, jokes or comments or questions about a person's sexuality or sexual experience which are sufficient to create a hostile environment
  - iii.** Threats or non-consensual disclosure of a person's sexual orientation (i.e. "outing")
  - iv.** Displaying pictures, posters, calendars, graffiti, objects, promotional material, reading materials, or other materials that are sexually demeaning or pornographic in nature and which are sufficient to create a hostile environment

## **II. Columbia University Formula Racing Guidelines**

### **Member Responsibilities and Cautions:**

#### **1. Member Responsibilities:**

- a.** Adhere to all conduct guidelines set by Columbia University as well as those set by Columbia University Formula Racing.
- b.** Fulfill responsibilities as outlined in the [Club Constitution](#), including but not limited to the following:
  - i.** Completing assigned projects by the established deadlines and participating in relevant meetings unless a reasonable excuse is given beforehand.
  - ii.** Attending General Body Meetings unless a reasonable excuse is given beforehand.
  - iii.** Be reasonably active and reachable on club communication platforms, with specific expectations agreed upon at the beginning of each academic year. Long-term conflicts should be communicated to all relevant parties, including but not limited to Assistant Chiefs, Team Leads, and any other members of EBoard.
- c.** Failure to meet the above responsibilities will result in the initiation of the Membership Review or Impeachment process as stated in the Club Constitution.

## **2. Personal Relationships:**

- a.** Maintain respectful and appropriate relationships with all club members and Columbia University students.
- b.** Make active use of authority positions to support a positive club environment and prevent abuses of power. An abuse of power can be defined as any instance in which a club member uses their position or authority within the club to command influence over other club members inside or outside club activities. Abuses of power may include, but are not limited to the following:
  - i. Bullying and harassment
  - ii. Academic influence (demanding homework, notes, class assistance)
  - iii. Personal favors
  - iv. Financial cost
- c.** Be watchful for power dynamics among club members and Columbia University students to prevent abuses of power. See below for examples of concerning power dynamics:
  - i. relationships between younger members and older members in the club
  - ii. TA/student relationships
  - iii. Workplace supervisor/employee relationships

## **3. Diversity and Inclusion:**

- a.** Columbia University Formula Racing is a welcoming space for all members and therefore has zero tolerance for any misconduct among club members.
  - i. Misconduct can be defined as any behavior in which a club member causes other members to feel unwelcome, uncomfortable, or unsafe within the club.
  - ii. Incidents of misconduct include, but are not limited to, slurs involving identity (e.g. gender, race, sexual orientation, etc.), gender biases, discrimination, and physical or psychological abuse.
- b.** We expect all members to be active in reporting and standing against instances of misconduct within the team.
  - i. Team members have the option of reporting misconduct to team HR, as well as various Columbia University offices.

## Contact Information:

If you have experienced any of the above, please reach out through our [Anonymous Report and Helpline Form](#).

### 1. Columbia University Formula Racing HR Contact information:

- Sophia Ladyzhets, President, sal2213@columbia.edu
- Ben Felson, Vice President of Technical Operations, baf2143@columbia.edu
- Elaine Kharbanda, Vice President of Business Affairs, ek3184@columbia.edu
- Ryan Wu, Mechanical Engineering Treasurer, rhw2125@columbia.edu
- Jillian Busetto, Secretary, jmb2468@columbia.edu

### 2. Columbia University Health Services: <https://health.columbia.edu/content/all-services>