

# 2007 CIC/SROP Conference

## Things to Know About Conference Etiquette

Committee on Institutional Cooperation  
Summer Research Opportunities Program Conference  
Purdue University  
July 26-29, 2007

### Appropriate Student Dress

Casual dress for your arrival on Friday is fine. The Friday welcome dinner will be a picnic/bbq, so your program t-shirts will be appropriate. On Saturday, professional attire (e.g. tie or dress) is recommended. You will have time to freshen up for dinner. Professional attire is also required for the Saturday evening banquet. Although most events will take place in air-conditioned locations, bear in mind that Indiana summers are hot and muggy so you should factor in outdoor temperatures when selecting attire.

The SROP Conference is a professional academic conference. Students should use this as an opportunity for professional development. For this reason, students are asked to dress in traditional business attire for the day's conference activities. For men, this includes dress slacks, dress shirts w/tie, and appropriate shoes. For women, this includes dress slacks or skirt, blouse or dress shirt, dress shoes. The SROP Conference banquet usually lends itself to more formal attire. The following things will be considered inappropriate attire:

- Low-cut shirts/blouses
- Sheer shirts/blouses
- Short skirts (more than 3 inches above the knee)
- Skirts with high splits (on the sides or in the back)
- Jeans
- Tennis shoes
- T-shirts

(Note: The welcome picnic/bbq on Friday is casual dress.)

### Appropriate Conduct

Students are representatives of the Summer Research Opportunities Program. As guests of the host campus, we want to set a positive example for the SROP Conference and the program. Students should conduct themselves as adults and refrain from any unbecoming behavior. Guests, keynote speakers, CIC, host campus, and CIC member university staff are to be treated with courtesy and respect. Conduct considered inappropriate should be reported to the SROP coordinator, residence hall staff and, if necessary, to campus police.

If a student becomes a threat to others, the campus police should be contacted immediately.

The student's SROP institution retains primary responsibility for student behavior. The institution should warn the CIC of a possible disciplinary problem, and has the discretion to prohibit the student from attending the conference if his/her behavior is questionable. In every case, when one or two students are disrupting the proceedings to the detriment of the rest of the group, those few students should be removed immediately. Any discipline or repercussions resulting from inappropriate student behavior (short of legal problems) is to be dealt with by the student's SROP institution.

Inappropriate behavior includes:

- Lateness
- Cursing or foul language
- Lewd behavior
- Harassment of other students, staff, campus representatives, or individuals in the campus community
- Rudeness to speakers or presenters (talking during presentations)
- Interfering with the conference program
- Fighting
- Use of alcohol or any controlled substance
- Violating residence hall policies
- Violating host campus and community regulations

## **Cell Phone Etiquette**

Cell phones should be turned off during sessions, panels and presentations.