



HARVARD MODEL CONGRESS

SAN FRANCISCO 2019

FACULTY CODE OF CONDUCT

Advisors: Please photocopy this form for each advisor and email completed forms to HMCSF by December 17, 2018.

HMC San Francisco 2019 faculty advisors must take security and hotel property very seriously to ensure a safe, successful conference. The Hilton and Harvard Model Congress San Francisco have established the following guidelines for faculty advisor accountability.

Please read and understand the following:

1. The Hilton management reserves the right to terminate any activities which it determines to be jeopardizing the safety and/or comfort of any hotel guest or employee.
2. There are limits to the number of persons who may occupy a room/suite at any time, based on Fire and Safety Code regulations.
3. All registered guests are held responsible for payment for damages, missing items, and excessive cleaning as a result of any activities taking place within the room/suite.
4. A charge will apply to any hotel window damage incurred, including but not limited to the breaking of or writing on windows in guest rooms. A charge will also apply to any damage incurred to the hotel carpets.



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5. The Hilton will consider the registered occupants of each guest room as the responsible parties for any damages sustained to said area. Occupants will be responsible for payment at the prevailing replacement value for damaged areas.
6. Faculty advisors representing their schools will be held accountable for disciplinary actions on the damages incurred by the students under their supervision. Their responsibility will also include any unsettled charges on guest folios upon departure and the settlement of any damages incurred.
7. Harvard Model Congress San Francisco reserves the right to suspend and/or expel any faculty advisors who violate any of the following guidelines, or whose conduct is deemed inappropriate, unfit or potentially dangerous. HMCSF also reserves the right to contact school administrators in regard to the misconduct of their students and/ or faculty advisors.
8. Faculty meetings are mandatory; at least one faculty advisor from every school is expected to attend each meeting.
9. Active participation of faculty advisors in monitoring student activity is expected. Faculty are responsible for enforcing curfew for their delegates.
10. Faculty advisors are asked to abstain from excessive alcohol consumption over the course of the weekend. Any faculty advisors found to be publicly intoxicated will be asked to leave the conference and school administrators will be notified.

I certify that Harvard Model Congress San Francisco has made me aware of my responsibilities as a faculty advisor and that I have accepted these responsibilities.

Faculty Advisor Name (*in print*): _____

School: _____

Faculty Advisor Signature: _____ **Date:** _____