Student Code of Conduct

Institution	Universal Higher Education (UHE)
Policy name	Student Code of Conduct
Policy Governance	Academic Board
Date of development	June 2019
Date of approval	Approved by Academic Board updated - 13/June/2019
Review date	December 2020

UHE requirements from a Code of Conduct

UHE's Code needs to serve a small, student-friendly, inner city campus with a majority of international students. This context seems to favour a code that is educative and simple to understand. With reference to the four differentiating factors,

- There is no compelling reason to call the Code a Policy. Indeed it might be better as an attachment to the Student Support Policy.
- Since students will sign a general declaration to abide by UHE policies on enrolment, it may be redundant to include the Code in the declaration; attention is more usefully drawn to the Code at Orientation.
- A small number of carefully worded principles would help readability, but the sub-paragraphs should be limited to key points. If UHE really expects the Code to be widely read, it should be limited to one A4 page that can be posted on walls.
- Language should be plain and comprehensible. Addressing the document to 'you' could help make it more personally relevant.
- The Code should refer to sanctions in other policies but not include its own sanctions.

Proposed structure of UHE's Student Code of Conduct

It is proposed to paraphrase the five JCU principles and to map simplified versions of the Deakin statements onto them. Two additional statements have been drafted to appear under the 'reputation' principle. A draft Student Code of Conduct appears in the following pages.

Promulgation of the Student Code of Conduct

It is proposed that the Student Code of Conduct is:

- Appended to the Student Support Policy;
- Included in Orientation presentations;
- Made available in printed form at Orientation;
- Posted around the campus walls;
- Included in all Learning Guides.

Student Code of Conduct

Knowing your responsibilities as a UHE student

- You should become familiar with the UHE student policies on the UHE website, make sure you comply with them, and understand the penalties for breaching them.
- You should become familiar with the policies and rules of external organisations you attend as part of work integrated learning, and make sure you comply with them.

Acting with honesty and Integrity

- You should become familiar with the concept of 'academic integrity', and undertake your academic work with integrity and honesty, avoiding practices like plagiarism, cheating, and collusion.
- You must not engage in fraudulent or corrupt behaviour.

Being respectful and treating people fairly

- You should work collaboratively and cooperatively with other members of the UHE establishment, whether they are students, staff, or people from external organisations UHE works with.
- Your communication - verbally, in writing and online - should be respectful and courteous.
- You should respect the privacy of other members of the UHE establishment.
- You should respect the opinions and beliefs of others and respect the right to free intellectual inquiry. Where you disagree, you should rationally discuss the question rather than get involved in violent of rude behaviour.
- You must not discriminate against members of the UHE establishment including on the basis of age, disability, sexual orientation or identity, race or sex.
- You must not engage in sexual harassment, hazing or any kind of interpersonal, psychological or physical violence.

Keeping yourself safe and protecting property

- You should make yourself familiar with UHE's guidelines for staying safe on campus;

- You should use UHE's property and facilities with care, and in accordance with safety advice
- You must follow reasonable directions from UHE staff.
- You should report any safety issues immediately to UHE staff.

Maintaining UHE's good reputation

- You should behave in a way that enhances UHE's reputation, especially during work integrated learning experiences.

Date	Description of amendment
13/06/2019 Ver 3	Developed Student Code of Conduct