



Code of Conduct

Oversight body: Executive Committee

Date Passed by Council: April, 2018

Date of Next Review: October, 2021

Related policies, bylaws, legislation: Bylaw 2, 4, Dalhousie Code of Student Conduct

Definitions:

DSU member – a Dalhousie student meeting the membership criteria as outlined in Bylaw 2.

Representative – an elected member of Council, including Executive Officers.

Complainant – an individual who makes a complaint pursuant to this Code of Conduct.

Accused – an individual named in a complaint who is alleged to have violated the Code of Conduct.

Purpose:

This policy outlines the principles, authorities, procedures and practice surrounding the standard of conduct expected of Council members.

Scope:

The Code of Conduct is mandated for Representatives of the DSU. It can be applied to conduct occurring on DSU, Dalhousie, or Public property as well as online.

Policy Statement:

1. Guiding Principles

1.1 Duty of Due Diligence: to act reasonably, prudently, in good faith with a view to the best interests of the organization.

1.2 Duty of Loyalty: to give undivided allegiance when making decisions affecting the organization. This means that a board member can never use information obtained as a member for personal gain but must act in the best interests of the organization.

1.3 Duty of Obedience: to be faithful to the organization's mission. They are not permitted to act in a way that is inconsistent with the rules, regulations and policies of the organization.

2. Code Application

2.1 All conduct that occurs on DSU Property including the use of DSU telephones, computers, and networks, including email addresses, hosted websites and social media (personal and professional).

2.2 Off campus conduct when a Representative is participating in an organized professional activity, attending conferences, training or teambuilding; acting as delegates, designated representatives of DSU or as members of a DSU group or organization at events officially sanctioned by or formally associated with DSU.

2.3 Off campus conduct which adversely compromises the health or safety of a DSU member.

2.4 Any Representative who engages in misconduct either directly, indirectly or as an accomplice regardless of the action or inaction of civil authorities. Nothing in this Code precludes DSU from referring an incident to the appropriate law enforcement agency, including Campus Security Services before, during, or after disciplinary action is taken by DSU under the Code.

2.5 All Representatives are subject to all local, municipal, provincial, and federal laws, and/or civil proceedings notwithstanding, and in addition to, disciplinary action taken by the DSU.

3. Prohibited Conduct

3.1 Disruption or obstruction, by action, threat, written material, or by any means whatsoever, of any DSU activities, or other authorized activities on or in the facilities of the DSU; preventing any person from carrying on their legitimate activities, whether or not it involves speaking or associating with others.

3.2 Misconduct against persons includes, but is not limited to:

3.2.1 Assault, harassment, intimidation, threats, stalking;

3.2.2 Bullying, and coercion;

3.2.3 Conduct that threatens or endangers the health or safety of any person;

3.2.4 Disorderly or indecent conduct;

3.2.5 Creating a condition that endangers the health, safety or wellbeing of any person;

3.2.6 Coercing, enticing, or inciting a person to commit an act that is humiliating or demeaning to that person or to others;

3.2.7 The use of information and communication technologies such as email, cell phone and text messages, instant messaging, personal websites, social networking sites and online personal polling web sites, to support harassing or hostile behaviour by an individual or group, or that is intended or has the potential to harm others, (e.g. cyber bullying);

3.2.8 Any unauthorized use of electronic or other devices to make or disseminate an audio or video record of any person without their prior knowledge, or without their consent when such a recording is likely to cause injury or distress.

3.3 Misconduct involving real or personal property of DSU, including but not limited to the following:

3.3.1 Entry and/or presence on DSU premises without expressed or implied authority, or contrary to an expressed instruction or direction from a Manager/Supervisor including unauthorized entry into offices, businesses and events;

3.3.2 Misappropriation, damage, unauthorized possession, defacement, and/or destruction of facilities or property of DSU or the property of others;

3.3.3 Use of DSU facilities, equipment, or services contrary to expressed instruction or without proper authority;

3.3.4 Misuse of DSU supplies and documents, including computers, equipment, keys, records and resources;

3.3.5 Use of DSU-owned, leased, or controlled computing equipment or facilities for purposes other than those for which the facilities have been provided or interference with the operations of such facilities;

3.3.6 Tampering with emergency telephones, fire protection, or emergency facilities (e.g. fire alarms, extinguishers, fire hoses); disconnecting or blocking fire alarms; setting fires;

3.3.7 Obtaining, accessing, or disclosing all or any part of the confidential personal records pertaining to a DSU member, or disclosing to others the content of such records, without that person's expressed consent;

3.3.8 Using or permitting others to use DSU property, facilities or resources to promote, engage in, or further an activity which contravenes any provision of the Criminal Code or any other local, provincial or federal statutes.

3.4 Acts of dishonesty, including but not limited to, providing false information to any DSU member, forgery alteration, or misuse of any DSU document or record, or any instrument of identification.

3.5 Smoking where smoking is prohibited.

3.6 Illegal use, possession, or distribution of a controlled or restricted substance.

3.7 Contravention of provincial liquor/cannabis laws or the policies of Dalhousie University governing the possession, distribution, and/or consumption of alcohol/cannabis on the premises of Dalhousie.

3.8 Entry upon premises of DSU or involvement in any DSU activity in a state of intoxication or while under the influence of any substance prohibited by the Controlled Drugs and Substances Act.

3.9 Improper use of Dangerous Objects and Substances Possession, display, use, or storage of firearms, other weapons, ammunition, and explosives, or replicas thereof, or of flammable solvents, bio-hazardous, volatile, or poisonous materials except in areas and for purposes expressly designated by authorized officials.

3.10 An individual in elected office shall not take an action which could be reasonably seen as bringing the DSU into disrepute. Examples include:

3.10.1 Demonstrating unnecessary hostile behaviour toward another individual or group,

3.10.2 Taking action/s which serve to inflame a conflict involving the DSU.

3.11 This list does not preclude the right of the Judicial Board to determine a breach of conduct has occurred when any action contravenes the guiding principles of this policy.