



Amsterdam University College

**Social and Academic
Codes of Conduct**

adopted 29 August 2023

Introduction to the Social and Academic Codes of Conduct

The AUC Codes of Conduct generally express the standards of behaviour that we expect at all times from all members of the AUC community. For AUC students, the Codes of Conduct express in more detail our expectations with regard to respect for the integrity of the academic process, individual integrity and self-respect, respect for the freedoms and rights of others, and respect for university facilities and resources and the property of others, while at the same time respecting the rights of students to conduct their own personal lives. The importance of the Codes of Conduct as the expression of our guiding principles means that breaches are taken seriously and may result in sanctions.

Social Code of Conduct

A commitment to excellence, diversity, and the global perspective defines and drives AUC.

We seek excellence in all that we do and believe that it is not only the responsibility of each individual to strive for their best, but to create the conditions for the success of others. This requires respect: respect for yourself, respect for others, and respect for AUC.

Diversity is our strength. Our community is inclusive of race, ethnicity, nationality, culture, language, gender and gender expression, sexuality, religious beliefs, political beliefs, age, and ability. We aim to create an environment where every member of our community feels safe and comfortable. Different approaches, ideas, and values are integral to the creation of a vibrant and challenging learning environment. Diversity, however, requires not only tolerance but also understanding and acceptance. Tolerance, understanding, and open-mindedness are therefore expected of every member of the AUC community.

Finally, we believe that a global perspective is central to the success of every student. A global perspective requires active engagement with other individuals, communities, and the world. This engagement will be celebrated and valued at AUC.

AUC expects each of its students to not only uphold these values, but to exemplify them. Actions or behaviours that demonstrate a serious disregard for our commitment to respect, tolerance, and engagement with others will be treated as seriously as a violation of our Codes of Conduct and can result in sanctions.

Supporting the physical, psychological, and social growth of each student is integral to a liberal arts and sciences residential education. As with academic conduct, students are expected to demonstrate respect toward others in the AUC community, making decisions and behaving with the well-being of the entire community in mind. As a residential programme AUC students not only study but also live together as one close-knit community. Every student is expected to contribute to the safety and inclusivity of the community and to enable all students to flourish and grow.

AUC and DUWO keep each other informed on serious incidents involving AUC students. Actions or behaviours that are in serious breach of the AUC Social Code of Conduct will in principle also be in serious breach of the DUWO tenancy regulations, and vice versa, and may result in sanctions from both AUC and DUWO.

Social probation

Social conduct that is deemed inappropriate may result in a student being placed on social probation. Social probation is usually imposed for one semester and involves the student being required to design and implement an educational project within a specified number of hours. Students on social probation are also not able to benefit from certain privileges or represent AUC: they cannot study abroad nor work for AUC, and are strongly discouraged from taking representative positions on, for example, the Student Council.

At the initiative of the Dean, a student placed on social probation may be denied entrance to the academic campus of AUC.

1. The scope of the Social Code of Conduct

- 1.1. The Social Code of Conduct covers behaviour in the Academic Building and in the student residences. However, if there is an impact on the AUC community (and/or potentially significant damage to the image and/or reputation of AUC) it is possible that behaviour outside of these locations will be addressed under the Social Code of Conduct.
- 1.2. Regardless of the remit or scope in strictly legal terms, the Social Code of Conduct generally expresses the standards of behaviour that we expect at all times from all members of the AUC community.

2. Inappropriate social conduct

- 2.1. AUC students are expected to behave in ways that demonstrate commitment to respect, tolerance, and engagement with others, and that help to create an environment where every member of our community feels safe and comfortable. Inappropriate social conduct on the academic campus of AUC, at an officially sanctioned event of AUC, or within the residences of AUC may result in a student being placed on social probation.
- 2.2. The definition of inappropriate social conduct is ultimately at the discretion of the Dean, but includes any behaviour or action that seriously threatens the physical, psychological, or social well-being or the experienced safety of a student or any other member of the AUC community.
- 2.3. Some inappropriate social conduct may also be criminal acts and have legal repercussions.

3. Endangering the safety of others

- 3.1. As AUC values creating a safe and comfortable environment for all students, any behaviour or action that endangers the (experienced) safety or well-being of a member of the AUC community on the academic campus of AUC, an officially sanctioned event of AUC, or within the residences of AUC can result in a student being placed on social probation.

4. Violence and aggression

- 4.1. While conflict is sometimes unavoidable, we expect all AUC students to resolve problems and disagreements respectfully and without aggression or violence.
- 4.2. Physical intimidation, fighting, or other violent behaviour on the academic campus of AUC, at an officially sanctioned event of AUC, or within the residences of AUC may result in a student being placed on social probation.
- 4.3. Violent behaviour includes not only physical violence, but also verbal and non-verbal aggression.
- 4.4. Victims of criminal acts of violence are encouraged to report this immediately to the police, and to contact the Student Life Officers.

5. Hazing

- 5.1. Hazing has no place at AUC, where we aim to create an environment where every member of our community feels safe and comfortable. All forms of hazing are prohibited. An AUC student who initiates or participates in the hazing of another student may be placed on social probation.

6. Bullying, harassment and discrimination

Please consult the AUC policy for instances of harassment, discrimination and sexual violence (PHADISE) for a comprehensive overview of AUC's position and responses to such incidents, including protocols, procedures, and practical advice.

- 6.1. AUC students are expected to treat each other with respect and to avoid causing harm to others within the community. Tolerance, understanding, and open-mindedness are expected of every member of the AUC community at all times. Bullying, harassment and discrimination of any kind is a serious violation of the values of the AUC community and any act of bullying, harassment or discrimination by an AUC student on the academic campus of AUC, at an officially sanctioned event of AUC, within the residences of AUC, or through online media may result in the student being placed on social probation.
- 6.2. Some forms of discrimination and harassment are criminal acts and can have legal repercussions.

7. Sexual violence

Please consult the AUC policy for instances of harassment, discrimination and sexual violence (PHADISE) for a comprehensive overview of AUC's position and responses to such incidents, including protocols, procedures, and practical advice.

- 7.1. Sexual violence is a broad term that encompasses any form of sexual approach, requests for sexual favours or other sexually explicit verbal, non-verbal or physical behaviour that is experienced as undesirable and that is committed, threatened or attempted without the other person's consent. This definition encompasses sexual assault, intimate partner violence, sexual harassment or sexual misconduct. It includes behaviours such as catcalling, sexual harassment on social media or other behaviours that may reasonably be considered as part of sexual violence.
- 7.2. Sexual violence by an AUC student on the academic campus of AUC, at an officially sanctioned event of AUC, or within the residences of AUC, or against any AUC student or any AUC staff member, may result in the student being placed on social probation.
- 7.3. Some forms of sexual violence are criminal acts and can have legal repercussions.

8. Drugs policy

- 8.1. Contrary to popular belief, dealing in and possession of drugs of any kind (also soft drugs such as marijuana and hashish) are illegal in the Netherlands. However, the Dutch Opium Act (*Opiumwet*) makes a difference between hard drugs and soft drugs. There is a zero-tolerance policy for the possession of or trafficking in hard drugs like heroin, cocaine, ecstasy, speed, GHB, and LSD. The Netherlands has a policy of regulated tolerance toward the personal use, in limited amounts, of soft drugs like hashish and marijuana.
- 8.2. The dealing in, use, or possession of any hard drug on the academic campus of AUC, at an officially sanctioned event of AUC, or within the residences of AUC can result in social probation and to the report to authorities.

- 8.3. Witnesses to the use of soft drugs outside the limits of regulated tolerance and/or to the dealing in, use, or possession of any hard drug on the academic campus of AUC, at an officially sanctioned event of AUC, or within the residences of AUC should report this to AUC, by reporting it to a Student Life Officer.
- 8.4. Students with concerns about any drug or substance use in the AUC community, regardless of whether it is considered legal or illegal, should report this to a Student Life Officer.

9. Smoking

- 9.1. AUC aims to provide staff and students with a healthy and smoke-free learning and working environment, support people trying to quit smoking, protect non-smokers from inhaling cigarette smoke, and prevent more young people from taking up smoking. From 1 August 2020, in accordance with the "National Prevention Agreement" smoking is no longer allowed in or around any educational institutions in the Netherlands. The AUC academic campus is therefore entirely smoke-free, and smoking is prohibited both inside the AUC Academic Building and on the grounds surrounding it.

10. Damage to property, theft and vandalism

- 10.1. Respect for the private property of individuals as well as for the buildings, property and facilities of AUC and Stichting DUWO is expected from all AUC students.
- 10.2. The intentional destruction, defacement, theft or damaging of property on the AUC academic campus demonstrates a lack of respect for not only AUC, but also the AUC community. A student who is found to have intentionally destroyed, defaced, stolen or damaged property on the AUC academic campus can be placed on social probation. For criminal acts, there may be legal repercussions.
- 10.3. The intentional destruction, defacement, theft or damaging of property in the AUC student residences demonstrates a lack of respect for not only AUC and DUWO, but also for the residential community of AUC students. A student who is found to have intentionally destroyed, defaced, stolen or damaged property in the AUC student residences may face sanctions from both AUC and DUWO. For criminal acts, there may be legal repercussions.
- 10.4. Any member of the AUC community who witnesses such behaviour is requested to contact their tutor or a Student Life Officer or (in the residences) the Resident Assistants or DUWO Social Warden.

11. Public and communal areas

- 11.1. Students are expected to maintain the highest respect for both the well-being of their fellow students as well as for the public and communal areas themselves on the academic campus of AUC. Excessive noise, intimidating behaviour, or other disrespectful behaviour will not be tolerated.
- 11.2. Mobile phones should not be used in the study areas, and students are expected to keep noise from their conversations and other activities to a minimum in order not to disturb other students.
- 11.3. Parties and events are not allowed in the public and communal areas on the academic campus without the prior consent of AUC.

12. Restricted areas

- 12.1. For everyone's health and safety, students are not allowed in any restricted area of the academic campus of AUC without express prior permission of a member of the AUC staff or in the case of an emergency. Roof tops, fire escapes, window ledges, and utilities closets are all considered restricted areas.

13. ICT Policy

- 13.1. Anyone granted access to the University of Amsterdam or Vrije Universiteit Amsterdam ICT services and networks, which includes all AUC students, is required to comply with their ICT codes of conduct. The latest versions of these can be found on the websites of the universities, and it is the student's responsibility to ensure they have read and understood them.
- 13.2. In the event that a student breaches the ICT codes of conduct of the either university, the penalties are as described therein. This can include being denied access to the network.
- 13.3. Students may not use their computers to view pornography (or offensive or disturbing imagery as determined by the Dean) on the academic campus of AUC as this demonstrates a lack of respect for both the learning environment and other members of the AUC community. Violation of this rule can result in a student being placed on social probation.

14. Residential Living

- 14.1. Residential living requires a special commitment on the part of all residents to maintain a respectful, healthy, safe and harmonious environment. We fully expect our students to remain respectful of themselves, each other, and their living spaces at all times, so that living in the residences is a pleasant experience for everyone, and all students feel safe in their own home. Some frictions and conflicts are, however, unavoidable when so many people come together. Faced with a problem, students are expected to try to resolve the issue themselves. Negotiating, solving problems, and maintaining good relations with those around you are highly valued skills and essential to the social development of every student.
- 14.2. If you are unable to resolve a conflict with a fellow student or group of students, or you feel uncomfortable, unhappy or unsafe in your living environment, please contact the Resident Assistants or the Student Life Officers for further guidance and advice on what other steps can be taken.

15. Protecting the AUC community

- 15.1. Often students are the first to become aware of a concern that might endanger the safety of others in the AUC community. We all need to take an active role in reporting such threats or concerns, particularly if they could lead to violence, discrimination, harassment or other criminal activity, or represent a threat to the (mental) health and well-being of a student or students or the broader AUC community. Students are expected to act responsibly and inform a Student Life Officer if they have any such concerns or suspicions, or to make use of the complaint forms (see Canvas or Student Handbook).

Academic Code of Conduct

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AUC is committed to creating the best learning environment possible for its students, and students are expected to use class time productively, avoid unnecessary disruption, take responsibility for their own actions with honesty and integrity, and respect an orderly, quiet and purposeful learning environment. The Academic Code of Conduct is an important tool for achieving this goal. Consequently, violations of the Academic Code of Conduct will be treated seriously and can result in sanctions.

1. Classroom rules

- 1.1. Respect is the cornerstone of all learning. Both students and professors are expected to demonstrate respect for each other and the learning process.
- 1.2. All classrooms should be safe and inclusive environments. This includes using inclusive language and addressing each other using the correct (chosen) gender pronoun.
- 1.3. Both students and staff are encouraged to use content warnings when covering potentially distressing or triggering material to ensure a safe and secure learning environment for everyone.
- 1.4. Both students and staff are expected to promote a clean environment and respect that some activities are limited to defined areas. Eating is strictly prohibited in classrooms. Students and staff may bring water in a closed container to class, but all other drinks (coffee, tea, milk, juice, soft drinks, etc.) are prohibited.
- 1.5. Mobile phones and other electronic devices that are not required for the class (portable gaming devices, etc.) should be turned off before the class starts.
- 1.6. All use of laptops during class time must be directly related to the class.

- 1.7. Students are expected to arrive for their classes on time. Late arrival may count as an absence (see AUC's policy on attendance in AUC's Academic Standards & Procedures).

2. Fraud and plagiarism

For a complete overview of AUC's regulations governing fraud and plagiarism please refer to AUC's Academic Standards & Procedures.

- 2.1. Fraud and plagiarism are defined as any act or omission on the part of the student, which makes it difficult or impossible to assess their knowledge, insight and skills correctly. Students are responsible for reading and understanding AUC's regulations covering fraud and plagiarism in AUC's Academic Standards & Procedures.
- 2.2. Any suspected case of fraud and/or plagiarism will be reported to the Board of Examiners. The Board of Examiners will determine whether fraud and/or plagiarism has been perpetrated and will notify the student (or students) of its decision and the sanctions in writing.
- 2.3. The consequences of fraud and/or plagiarism are ultimately at the discretion of the Board of Examiners (see AUC's Academic Standards and Procedures), but may include an award of 0.0 for the assignment, an award of 0.0 for the course or being removed from the programme.

3. Attendance

For a complete overview of AUC's attendance policy, including penalties and exemptions, please see AUC's Academic Standards & Procedures.

- 3.1. Regular attendance means that a student can take full advantage of the learning and teaching opportunities being made available and gain the greatest benefit from a course. Poor attendance not only affects the absent student but has a negative impact on the learning of other students in the class by compromising pedagogical approaches and creating the impression of disengagement. Attendance is therefore expected from all students for all classes, and students are expected to organise their lives around their studies to allow for regular attendance.
- 3.2. AUC recognises that there can be legitimate reasons for a student to be absent from class and 100% attendance is not expected. AUC's Academic Standards & Procedures describe our attendance policy, the penalties for excessive absences, and how to obtain an exemption because of exceptional personal circumstances or *force majeure*.

4. Active participation and preparation for class

- 4.1. Students are expected to be fully prepared and ready to participate in class.

5. Examination behaviour

- 5.1. Students are expected to demonstrate honesty and integrity, and to never try to gain an unfair advantage during an examination by cheating or fraud. Students are responsible for reading and understanding AUC's regulations covering fraud and plagiarism in AUC's Academic Standards & Procedures, and also the rules on deadlines, extensions and missed assignments.
- 5.2. Students are expected to arrive on time for an examination. Students who arrive more than fifteen minutes late may not be admitted.
- 5.3. Eating is strictly prohibited during an examination.
- 5.4. Students must be able to present a valid ID in order to take an examination, and are expected to display their ID and UvA student ID card on their table during the examination .
- 5.5. Students are not allowed to leave the exam room during the first 15 minutes of the examination.
- 5.6. Students are not allowed to leave the room during the final half hour of the exam.

- 5.7. The penalties for fraud or cheating during an examination are ultimately at the discretion of the Board of Examiners, but may include the award of 0.0 for a course. AUC's regulations covering fraud and plagiarism are given in AUC's Academic Standards & Procedures.

6. Accommodations

For a complete overview of AUC's policy on accommodations, please see AUC's Academic Standards & Procedures

- 6.1. AUC is committed to giving students fair opportunity to demonstrate their skill and knowledge, taking into account any special personal circumstances that the student might face. These circumstances may range from an unexpected event that suddenly and temporarily affects a student, to long-term conditions that affect them throughout their studies. In this context, students with exceptional personal circumstances can request accommodations with regard to teaching facilities, logistics, course load, attendance, examinations or assessment where they believe they would otherwise be (or have been) unfairly disadvantaged.
- 6.2. Students with physical or mental health problems or any other medical condition or other exceptional personal circumstances that may impede their academic progress are strongly encouraged to contact their tutor as soon as possible to discuss both their situation and what accommodations may be necessary.