

Haskayne School of Business Student Code of Conduct

Introduction

All undergraduate Haskayne School of Business (HSB) students are expected to abide by the highest standards of ethical behavior, academic integrity, and professionalism, which are consistent with all University of Calgary (hereinafter referred to as the “University”) rules and regulations and the HSB code of conduct. This code supplements but does not supersede the following University guidelines for behavior which is applicable to all university students:

- University of Calgary Statement on Principles of Conduct
- University of Calgary Academic Misconduct Guidelines
- University of Calgary Non-Academic Misconduct Guidelines

Expected Standards of Behavior

All HSB undergraduate students are expected to demonstrate honesty and integrity, and respect the rights and opinions of all faculty members, teaching assistants, undergraduate advisors, staff from all undergraduate resource centers, all other Haskayne staff, members of the business community, and fellow students. Students are expected to abide by the highest standards of ethical and professional conduct, and assume any and all responsibility for their actions.

As is common in professional settings, students are expected to address any undesirable behavior directly with their peers unless the situation is too serious, where it is too emotionally and/or physically threatening to permit such a conversation. In such a case, a complaint should be submitted to the course instructor, Area Chair, or the Associate Dean (Undergraduate Programs). Students in violation of the HSB Code of Conduct will be dealt with under the University guidelines for Non-Academic Misconduct in the University Calendar.

The following list includes some but not all examples of **undesirable conduct that can constitute a violation of the HSB undergraduate Code of Conduct:**

- Applying for jobs in which you do not have a genuine interest;
- Misrepresenting your credentials and work experience;
- Reneging on job offers without reasonable grounds;
- Providing confidential or misleading information to employers about other students/employers;
- Violating the policies of employers regarding confidential or proprietary information;
- Signing up for but not attending events sponsored by the Haskayne Resource Centres or the corporate community;
- Arriving late, being unprepared, or missing corporate events/interviews altogether;
- Inappropriate behavior during corporate events (e.g. being intoxicated and/or boisterous, treating other attendees with a lack of respect, wearing unprofessional attire, etc.)
- Deliberately ignoring requests from HSB corporate contacts;
- Distributing or otherwise sharing information deemed to be confidential (e.g. sharing students’ grades or other confidential information);
- Use of alcohol at events when expressly prohibited (e.g. transit to and from university sponsored or authorized events);

Haskayne Student Club Events

All Haskayne student club events must receive approval from the office of the Associate Dean (Undergraduate Programs). In addition, Students' Union (SU) approval is also required for student events that:

- a) Require travel outside of Calgary;
- b) Can involve or incur physical risk;
- c) At which alcohol is served.

Complete event requirements are available in the Haskayne Student Clubs Handbook

Off-Campus Travel

Students are reminded that they are representatives of the school and every action on their part affects the image of the University of Calgary, the Haskayne School of Business, students, alumni, sponsors, and other stakeholders

1. In the event that a Faculty Advisor is not present, two people must be delegated the responsibility for the conduct of the group. These people will have the ability to discipline group members for the benefit of the group as a whole. Discipline could include requiring students to return to Calgary or banning them from the event.
2. Students will not be permitted to carry or consume alcohol while in transit to or from an event.
3. No loud or offensive language and behavior in public will be tolerated.
4. In the event where an incident occurs, the student(s) responsible for the occurrence and the two group leaders will need to present themselves to the Student Misconduct Review Committee (SMRC) who will then decide if further disciplinary action is necessary

Consequences

In the event that an individual(s) participate(s) in any activities/actions which directly brings a negative image to the reputation of the Haskayne School of Business, the University of Calgary or any event sponsor, the individual(s) will be dealt with under the guidelines for **Non-Academic Misconduct in the University Calendar**. The individual(s) in question will also be required to provide a written apology to:

- a. the organizing committee of the event involved
- b. the Haskayne School of Business and the University of Calgary
- c. any other parties that may have been affected negatively by these actions

Such activities/actions include: disrespect or disregard for the directions of officials/organizers/leaders; damaging property; violence/fighting; jeopardizing the safety of others or yourself. **If alcohol is consumed, its use must be responsible and with due regard to the safety of all present.**

Haskayne Student Code of Conduct Acknowledgment

I, _____, have read and agree to abide by the above Haskayne School of Business Student Code of Conduct

X _____

Print Name:
Date: