

## ETHICAL BEHAVIOUR POLICY

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### 1. **PURPOSE**

The purpose of this policy is promote a University culture that values and supports ethical behaviour, characterised by honesty, fairness and equity in interpersonal, professional and academic relationships.

### 2. **OUTCOMES**

This policy seeks to:

- ❖ Ensure the University provides an environment for employees, students, visitors and other people associated with the University that is ethical in its dealings and where people can contribute, develop and be involved in a manner that embodies dignity, integrity and respect.
- ❖ Clearly define what ethical behaviour is.

### 3. **DEFINITION**

Ethical behaviour is behaviour which conforms to accepted standards of behaviour characterised by principles such as honesty, fairness and equity in interpersonal, professional and academic relationships.

### 4. **PRINCIPLES**

Staff and students shall:

- ❖ Interact with others in a manner which shows professionalism, integrity and respect, considering each as an individual, regardless of such things as race, national origin, religion, sexual orientation, age, disease, disability, or physical characteristics such as gender, colour, height, weight, hair colour etc.
- ❖ Deal honestly with others and address those whose behaviours are inappropriate, show a lack of professional conduct or judgement, or who engage in fraud or deception.
- ❖ Abide by the law.
- ❖ Respect the rights of people including the right to confidentiality, and safeguard personal confidences within the constraints of the law and University policies and procedures.

- ❖ Continue to study, apply and advance knowledge; suggest consultation; and use the talents of others when indicated.
- ❖ Recognise a responsibility to participate in activities contributing to an improved campus community.

### Unethical Behaviour

Examples of unethical behaviour include, but are not limited to:

- ❖ Harassment [refer to Policy on Harassment Prevention]
- ❖ Plagiarism (e.g., copying the work of another, quoting material from the literature or the World Wide Web or any other source without proper citation and receiving credit for the work as one's own)
- ❖ Cheating
- ❖ Dishonesty
- ❖ Theft
- ❖ Falsification of documents
- ❖ Violations of confidentiality
- ❖ Mistreatment of staff or students, simulated or real
- ❖ Unlawful activity or disregard for University property, policies or procedures.

## 5. LINKS WITH OTHER POLICIES AND LEGISLATION

- ❖ [Equal Employment Opportunity Policy](#)
- ❖ [Employee Discipline Procedures](#)
- ❖ [Employment Relations Act \(2000\)](#)
- ❖ [Policy on Harassment Prevention](#)
- ❖ [Harassment Prevention Procedures](#)
- ❖ [Harassment Act \(1997\)](#)
- ❖ [Health and Safety Policy](#)
- ❖ [Human Rights Act \(1993\)](#) and Human Rights Amendment Act (2004)
- ❖ [Privacy Act \(1993\)](#)
- ❖ Protected Disclosures Act (2000)
- ❖ Staff Code of Conduct (under development)
- ❖ [Ethical Behaviours Committee Contact List](#) (as of 1 March 2011)
- ❖ Student Disciplinary Regulations (refer to Calendar)
- ❖ [State Sector Act \(1988\)](#)

## 6. RESPONSIBILITY AND DELEGATION

The Vice-Chancellor, as Employer, has ultimate accountability for the promulgation of ethical behaviour within the University and the resolution of complaints of unethical behaviour. In some cases this may include referral to police or other external agencies.

## 7. REVIEW

Policy Manager	Human Resources Director
Approval Date:	25 May 2009
Approval Body:	SMG
Next Review Date:	30 June 2010