



Griffith University Medicine Society Inc. - Code of Conduct

Accepted by a vote of members at an Executive Committee Meeting on 13 July 2020.

Preamble:

Griffith University Medicine Society (GUMS) is the peak representative body for Griffith medical students. It is a student society that strives to enrich all aspects of the lives of post graduates involved in the study of the science of medicine. This is an internal governance document, which provides an outline for the expectations for all Members of the society, including but not limited to, Members, members of the Management Committee and Members of the Executive Committee. GUMS Members should also be familiar with other By-Laws, including the *GUMS Risk Management and Welfare By-Law*, *Volunteer Wellbeing and Burnout By-Law*, and the *Social Media By-Law*. This By-Law is accepted as a By-Law under the GUMS Constitution, Section 10. Where there is perceived inconsistency with the GUMS Constitution, the Constitution will be held as the guiding document. The GUMS Executive has the right to interpret and apply this By-Law.

Definitions:

In this document:

Executive refers to the group of individuals who are elected annually to the GUMS Executive Committee. This group carries the full responsibilities and powers as outlined in this document.

Management Committee refers to the group of individuals who form the GUMS Management Committee, who are either elected or appointed annually.

Members refers to any person who holds a valid membership of GUMS, as specified in the GUMS Constitution.

Subcommittee refers to a group of individuals reporting to Management Committee or Executive Members for the purpose of enacting specific GUMS duties.

Volunteer refers to any person who is involved in organising activities, events or media that are associated with the Griffith University Medicine Society Incorporated. This includes the Executive Committee, Management Committee and Subcommittee Members.

The Association refers to Griffith University Medicine Society Incorporated

1. Introduction and general principles:

1.1 The following policy communicates expectations of behaviour from all GUMS Members during any activity or event facilitated by, or associated with, GUMS and further details how a Member is

expected to represent themselves in any forum, whether it be online or in person, where their membership to GUMS can be identified. This includes activities, events and any representation made on a Griffith University campus, clinical site, sanctioned event, or via online means where one's conduct can be linked to the association.

1.2 The principles of this Code of Conduct are designed to be applied to all Members. It is irrelevant to this Code whether a Member is partaking in a participatory or organisational role, or whether or not they hold a recognised title within The Association. This Code applies to Members, event Volunteers, Subcommittee title holders, the Management and Executive Committees.

1.3 This policy is designed to ensure the safety and wellbeing of all GUMS Members. All event ticketing should have an agreement to this policy as a condition of purchase. To help ensure that we can create a safe and welcoming environment for our Members and Volunteers at our events and activities, all Members are expected to abide by this Code of Conduct. Members are reminded that all Griffith students are also bound to expectations held by the Griffith University Health Group via the Griffith Health Code, the Medical Board of Australia (MBA) and by the Australian Medical Association (AMA) student standards.

2. Behaviour

2.1 GUMS expects that all of its Members and event attendees act in a manner that is respectful, polite and prioritises the safety of themselves and others. We believe that all participants have the right to personal safety when attending events or engaging in activities with GUMS.

2.2 GUMS has zero tolerance for behaviour that:

- Is against the law;
- Places others in danger;
- Behaviour that could be considered disrespectful or harmful to the general public, and;
- Reflects poorly on other medical students or tarnishes the reputation of medical students studying at Griffith University.

2.3 Examples of such behaviour include, but are not limited to:

- Discrimination or intolerant behaviour;
- Verbal abuse or harassment;
- Physical abuse or assault;
- Sexual harassment or assault;
- Theft;
- Damage to property, and;
- Cyberbullying or cyber misconduct as stipulated in GUMS Social Media By-Laws

2.4 GUMS has a zero-tolerance policy towards all illegal behaviours. The executive reserves the right to alert the police about any alleged or actual criminal matters occurring at events or online, and to notify the School of Medicine or other appropriate Griffith University staff about any serious behavioural incidents at events or online. Members are responsible for their own actions and may be held accountable by The Association, Griffith University and any relevant law enforcement agencies. This code is not a substitute for the provisions of legislation and case law. If there is any conflict between this code and the law, the law takes precedence.

2.5 Members of GUMS are responsible for their own actions and will be held accountable by the GUMS Executive Committee and Griffith University. Anyone found engaging in the above behaviour may be evicted from an event, refused entry to future events and have their membership, and subsequently any elected or appointed position, forfeited as stipulated in the constitution.

2.5 In addition, GUMS cannot, and will not, provide protections or representation to any Member facing prosecution by any law enforcement agency should they break the law at a GUMS event or in a GUMS forum. Should a Member of GUMS be found to have stolen goods or damaged property, they will be solely responsible for any consequences and may be requested to pay for damages, return or replace any items.

2.6 Students who have been convicted of an indictable offence are not able to obtain or continue to hold membership of GUMS; this is depicted in Section 5.4 of the constitution. Members who are convicted of such an offence are required to notify the GUMS Secretary at their earliest convenience.

NB. GUMS *Risk Management and Welfare By-Law* and the *Social Media By-Law* details specifics with respect to conduct at physical events and online participation.

3. Alcohol

3.1 Alcohol is served at some GUMS events for the enjoyment of our Members. GUMS promotes responsible consumption of alcohol at all of our events. This includes only serving alcohol to Members over the age of majority, 18 years and above.

3.2 Members are encouraged to drink responsibly and know their own limits regarding alcohol consumption.

3.3 While drinking alcohol, you remain responsible for your own actions and, should these actions contravene the details of this document, GUMS reserves the right to refuse entry to subsequent events or commence disciplinary action as detailed in this document and in the constitution.

4. Illicit Substances

4.1 GUMS has zero-tolerance for illicit substances at any of its events. GUMS does not tolerate the use or possession of illicit substances. Any Members found to be in possession or under the influence of illicit substances at an event may be evicted from the event and be refused entry to future events. Should a Member's behaviour contravene the details of this document, even while under the influence of an illicit substance, GUMS reserves the right to commence disciplinary action as detailed in this document and in the constitution.

5. Conflict resolution

5.1.1 It is expected that conflicts or disputes arising within or between the membership and/or the Executive Committee will typically be addressed and resolved by those individuals aggrieved. In the event such resolution cannot be achieved, the matter at issue may be referred to one of the

Society's conflict resolution parties – the President representing the Association or another Member of the Executive representing the Association in the instance the President is unavailable or subject to the dispute.

5.1.2 If any club Member(s) has a complaint against another Member(s) for an infraction of any By-Law or rule, they may file such a complaint in writing to the Secretary of the Association. Such complaints will be investigated according to the discretion of the Executive and conflict mediation may be facilitated through the Executive Committee. If deemed appropriate, disciplinary action can also be undertaken as detailed in Section 6 of this document.

5.2 Volunteers and office bearers of the Association are reminded of the principles outlined in *Volunteer Wellbeing and Burnout By-Law*. Should concerns arise amongst individuals partaking in Association business those Members are reminded that concerns should be relayed to the Management Committee Member who oversees that portfolio. It may be required from time to time for a Member to relay concerns to the overseeing Executive officer in cases where the concerns pertain to the Subcommittee Chair or Management Committee officer. Depending on the nature of concerns, the overseeing officer to whom the concerns are raised may take steps to resolve any conflict granted such steps are legal, just and are in the best interest of the Association. If reported conduct falls well below the standard outlined in the *Volunteer Wellbeing and Burnout By-Law*, remediation or recourse can be sought under this Code or the Constitution.

6. Disciplinary Actions

6.1 As a principle, GUMS does not use disciplinary action as a punitive step; rather, it is a measure that serves to protect the wellbeing of Members and the Association. If an individual is thought to have contravened this Code a meeting between a member of the Executive and the alleged party should be arranged where possible. After initial discussions to have contravened this Code or have been found to bring the association into disrepute, a letter or email detailing the breach will be provided to the accused party. Any disciplinary action will be further detailed in this correspondence. This may include a formal warning, a removal of online posting privileges, a ban from GUMS events or any other action deemed appropriate by the Executive. Any grievances to the decision that do not relate to the termination of membership can be raised to the secretary of the association within seven (7) calendar days from the receiving of the disciplinary summary.

6.2 GUMS on the discretion of the Executive may impose disciplinary action where a Member acting as a Volunteer, fails to meet the requirements of their role. This process is detailed in the *Volunteer Wellbeing and Burnout By-Law* under the section titled "Framework for Assisting and Managing Underperforming Volunteers".

6.3 GUMS reserves the right to refuse or terminate the membership of any GUMS Member who is found to have breached this Code of Conduct as stipulated in the constitution in Section 5.4. Furthermore if a Member of the Executive is found to be in breach of this Code they may have their office removed as stepped out in Section 7.4 of the constitution. Grievance policies for termination of membership and/or removal from office is stipulated in the aforementioned sections of the constitution.



6.3 As a guide, and as stipulated in the *GUMS Risk Management and Welfare By-Law* the “Behaviour Matrix” serves as a tool to assist the Executive make decisions regarding contraventions of this Code.