Student Code of Conduct Policy

Section 1 - Purpose, Scope and Interpretation

Purpose

(1) The purpose of this Student Code of Conduct is to record the standards of behaviour expected of students (UQ standards) and conduct that is prohibited (misconduct).

(2) These standards of behaviour and prohibition on misconduct are intended to promote and foster the highest standards of honesty and academic integrity, a safe environment for members of the UQ community and the good order and management of the University.

UQ Values

(3) Students are encouraged to explore and be actively involved in the UQ community, in accordance with the following values of UQ:

a. Truth – Truth is central to all that we do as a University. We seek truth through the process of participating in respectful, reasoned debate; the sharing of information and facts; and through our contribution to developing new knowledge and insights.
b. Excellence – We strive for excellence in everything that we do. By applying the highest standards to our work, we know that we will achieve the greatest impact for the benefit of communities everywhere.
c. Creativity – We apply our creativity as a way of seeking progress. This involves valuing new ideas, seeking fresh perspectives, and pursuing game-changing innovations and opportunities.
d. Courage – We are courageous in our decision making. That involves being ambitious, bold and agile. But it also involves showing moral courage, so that we are always guided by a sense of what is right.
e. Integrity – We always act with integrity. As stewards of the University's resources and reputation, we are honest, ethical and principled.
f. Respect and Inclusivity – We are cultivating a caring, inclusive and empowering environment for all. We engage respectfully with one another and promote the value that our diversity brings to our whole community.

(4) Some students are experiencing new things in their lives and, for many students, it is their first time without direct supervision or support in life – requiring self-management and responsible decision-making.

(5) Conduct in accordance with the UQ values across the diverse membership of the UQ community is important because our campuses are openly accessible, adult environments where everybody is expected to take responsibility for their behaviour, and respect other people. It also helps bind members of the UQ community together by assisting students to respect others, grow and succeed, remain safe, and enjoy a positive, transformative experience at UQ. Shared values will also assist students to self-reflect, practise reasonable judgement, self-manage, take responsibility, and contribute to the UQ community and broader society.

(6) Examples of methods to assist conduct consistent with UQ standards are outlined in the Student Integrity and Misconduct Module.

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Principles

(7) This Student Code of Conduct should be interpreted and applied with reference to:

a. the purpose of the Policy as articulated in clause 1;
b. the UQ values as articulated in clauses 3-6;
c. the Principles for the Protection of Freedom of Speech and Academic Freedom, recorded in the Freedom of Speech and Academic Freedom Policy;
d. the Higher Education Standards Framework (Threshold Standards) 2021 made under the Tertiary Education Quality and Standards Agency Act 2011 (Cth).

(8) The Principles for the Protection of Freedom of Speech and Academic Freedom (Principles) enable the University to be a place where everyone is able to participate in the vigorous exchange and critique of ideas. However, freedom of speech and academic freedom are subject to reasonable and proportionate restrictions as recorded in the Principles. The University considers that it is reasonable and proportionate to expect that students should engage in conduct that is consistent with UQ standards and that students be prohibited from engaging in misconduct.

Scope

(9) This Student Code of Conduct applies to the conduct of all students which:

a. occurs on land or property owned, leased or occupied by the University (or entities it controls) or a University-affiliated residential college;
b. occurs using, or is facilitated by, the University's ICT resources or other University equipment;
c. occurs in relation to any academic or work experience or placement program which has a connection to the University;
d. occurs when a person is representing the University in any capacity;
e. relates to another member of the UQ community; or
f. otherwise has the potential to affect their suitability to continue as a student of the University, having regard to:
    i. whether they may be trusted to comply with the Student Code of Conduct; or
    ii. the wellbeing and safety of members of the UQ community.

(10) This Student Code of Conduct applies to the conduct of all students regardless of whether the conduct occurs in their capacity or circumstances associated with their status as a student.

Participation and Engagement

(11) Students are encouraged to pursue independent scholarly learning and research, critical judgement, self-reflection, and be active participants in the UQ community.

(12) The University will provide Students with the opportunity to provide feedback and opinions in relation to their experience at the University through surveys, student representation on University decision-making bodies, and other consultation mechanisms.

Section 2 - Standards of Conduct (UQ Standards)

(13) Students are expected to engage in conduct in accordance with UQ values, which includes that students:

a. conduct themselves in a manner that upholds the values of the University;
b. accept and demonstrate accountability for their conduct and decisions;

c. take reasonable care of the University's physical and digital assets and infrastructure;
d. take reasonable care of their own health, safety and wellbeing and that of others;
e. refrain from conduct that threatens the health, safety and wellbeing of others; and
f. demonstrate the pursuit of independent scholarly learning, critical judgement, academic integrity, academic freedom and ethical sensitivity.

Section 3 - Misconduct

(14) Students must not engage in misconduct. Misconduct means any conduct, within the scope of clauses 9-10, that fails to meet the standards of reasonably acceptable conduct which are conventionally observed at the University.

(15) Misconduct is deemed to occur if a student engages in general misconduct or academic misconduct within the specific categories set out below.

General Misconduct

(16) General misconduct occurs when a student engages in, or attempts to engage in, any of the following behaviours, acts or omissions via any means (including by use of digital media or communication technologies):

a. conduct that could reasonably be expected to impair the reasonable freedom of others to:
    i. pursue their studies, research, duties or other lawful activities in the University, including (without limitation) by disrupting the operations or activities of the University; or
    ii. participate in the life of the University;
b. conduct which may or does endanger the safety, health or wellbeing of a member of the UQ community (or a member of the public where the student is engaged in an activity organised by or in connection with the University), including (without limitation) engaging in conduct that objectively:
    i. constitutes discrimination, harassment, bullying, vilification or victimisation as those terms are defined and used in the Equity, Diversity and Inclusion Policy and supporting procedures; or
    ii. constitutes Sexual Misconduct or Gender-based Violence as those terms are defined in the Sexual Misconduct and Gender-based Violence Prevention and Response Policy;
c. failing to comply with a reasonable direction, order or request of a staff member, including to not engage in specific misconduct;
d. obstructing or attempting to interfere with the lawful performance by a staff member of any of their duties;
e. unreasonably disrupting members of the UQ community from undertaking normal or legitimate activities at the University or organised by or in connection with the University;
f. entering any place on University land that the student is not authorised to enter;
g. deliberately, recklessly or negligently damaging, wrongfully dealing with, interfering with or causing damage or loss to any property belonging to the University or a member of the UQ community;
h. altering or falsifying an academic transcript or other physical or digital document produced by the University, or purported to be produced by the University;
i. submitting any altered or falsified physical or digital documentation to the University (e.g. a medical certificate or other supporting documentation);
j. making a false representation regarding a matter affecting them as a student of the University;
k. using the University's name, logo, trade mark or seal without written permission of the University;
l. deliberately, recklessly or negligently breaching any University policy or procedure;
m. breaching any law of the Commonwealth or of the State of Queensland, including being found guilty of any offence under the criminal law;

n. engaging in conduct contrary to any agreement, policy or procedure governing the student's conduct during a work experience or placement program which has a connection to the University;
o. divulging confidential or personal information relating to any University matter, staff member or student (e.g. employment records or discussions in confidential disciplinary proceedings) in circumstances where there is no reasonable or lawful excuse for doing so;
p. refusing or being unable to identify themselves (and to produce a Student ID card within a reasonable time of being requested) when asked to do so by a University staff member (e.g. by a security officer or examination invigilator);
q. using the information technology facilities (including software) or communication facilities of the University for an unauthorised purpose or in a way that threatens the health, safety or wellbeing of others;
r. using taped, recorded or videotaped lectures, tutorials or other classes for unauthorised purposes or in a way that threatens the health, safety or wellbeing of others; or
s. failing to comply with any direction, instruction, decision, order or penalty made under the Student Integrity and Misconduct Policy or Procedure.

Academic Misconduct

(17) Academic misconduct occurs when a student engages in, or attempts to engage in, behaviour, acts or omissions involving:

a. the misrepresentation of academic achievement;
b. gaining unfair academic advantage for the student or any other person;
c. undermining or breaching of the principles of academic integrity; or
d. a failure to meet the principles and responsibilities of the Australian Code for the Responsible Conduct of Research 2018 and/or provisions in the Responsible Research Management Framework Policy, including research misconduct,

and includes:
e. cheating;
f. the falsification or fabrication of results;
g. misrepresentations;
h. plagiarism;
i. solicitation (including contract cheating);
j. aiding or abetting, including by providing materials to, a person who provides a contract cheating service;
k. failing to abide by reasonable directions of a staff member in relation to academic matters, including directions regarding individual responsibility for the submission of assessable work, directions by staff relating to the undertaking of courses or assessment at the University and directions to cease engaging in specific academic misconduct;
l. acquiring, possessing or distributing assessment materials or information without approval;
m. altering group assessment work of participating students without the collaborating students' consent;
n. failing to comply with any direction, instruction, decision, order or penalty imposed under the Student Integrity and Misconduct Policy with respect to academic misconduct;
o. giving a document that the University requires of the student (e.g. medical certificate or other supporting documentation) which is false.

Consequences for Engaging in Misconduct

(18) UQ acknowledges that the majority of students will display and engage in conduct that is consistent with UQ

standards. If an allegation is made that a student has engaged in misconduct, the University may take action under the Student Integrity and Misconduct Policy and Procedure.

Section 4 - Definitions

(19) In this Student Code of Conduct:

Term	Definition
Academic Integrity	is the moral code or ethical policy of academia. It requires the demonstration of honesty, responsibility, transparency, respect and trust; avoidance of cheating or plagiarism; maintenance of academic standards; honesty and rigor in research and academic publishing. Academic integrity forms a central part of students' intellectual and personal development. Students share responsibility with staff for learning, which includes understanding and meeting requirements of courses and programs of study and upholding all expectations on academic integrity.
Cheating	means when a student acts before, during or after an assessment or examination in such a way as to seek to gain unfair advantage or assist another student to do so and includes (without limitation): 1. failing to comply with the requirements, conditions and instructions specified by the University to gain an unfair advantage or assist another student to do so; 2. plagiarising the work of another person and presenting that work as if it is the student's own work, without appropriate acknowledgement; 3. colluding with other students on individual assessment items; 4. fabricating data or inventing references; 5. bringing unauthorised material into an examination without the permission of the supervisor; 6. submitting the same work or recycling work without prior permission of the Course Coordinator; 7. violating policies and procedures and rules governing administration of examinations; 8. communicating, or attempting to communicate, with a fellow student or individual who is not a member of staff during an examination to gain an unfair advantage or assist another student to do so; 9. copying the work product, ideas, or assessment items of a fellow student; 10. introduce or consult during an examination, any unauthorised printed or written material, electronic calculating or information storage device, mobile phone or other communication device; 11. recording, transmitting or disseminating questions and/or answers to themselves or another person; 12. impersonating another student or arranging for anyone to impersonate a student in an examination or other assessment task; 13. sourcing answers to assessment items from crowdsourcing websites; or 14. failing to comply with an instruction by a person appointed by the University to supervise an examination.
Conduct that is consistent with UQ Standards	means conduct as described in section 2 of this Student Code of Conduct.
Contract Cheating	is a form of solicitation, and covers paid or unpaid arrangements made by a student with a third party to complete their assessment task/s for them.
Contract Cheating Service	is a service provided by a person to facilitate contract cheating, including an academic cheating service as defined in the Tertiary Education Quality and Standards Agency Act 2011 (Cth).
Falsification or Fabrication of Results	occurs when: 1. a student claims to have carried out tests, experiments or observations that have not taken place, makes up results or presents results that are not supported by relevant evidence; or 2. a student tampers with, or attempts to tamper with, examination scripts, class work, grades or class records.
Misconduct	is defined in section 3 of this Student Code of Conduct.

Term	Definition
Misrepresentation	includes (without limitation): 1. situations where a student presents an untrue statement about attendance or participation in practical, performance or professional learning activities; 2. the making of citations to non-existent or incorrect sources; 3. the failure to disclose any information or matter where there is a duty to disclose such information or matter.
Plagiarism	means the act of misrepresenting as one's own original work the ideas, interpretations, words or creative works of another either intentionally or unintentionally. These include published and unpublished documents, designs, music, sounds, images, photographs, computer codes and ideas gained through working in a group. These ideas, interpretations, words or works may be found in print and/or electronic media. Plagiarism includes (without limitation): 1. collusion, where a piece of work prepared by working closely with one or more individuals or in a group is represented as if it were the student's own work. This includes: (a) producing the piece of work together; (b) determining the method or approach to a question or assessment task together; or (c) sharing answers or giving access to questions and answers, completed assessment tasks or partially completed assessment tasks; 2. acquiring or commissioning a piece of work, which is not their own and representing it as if it were their own, by: (a) purchasing the assessment task from a commercial service, including from internet sites, whether the work is pre-written or specially prepared for the student; (b) submitting an assessment task or part thereof produced by a third party, including a friend, family member, fellow student or a staff member of the University; or (c) duplicating the same or almost identical work for more than one assessment item without permission; 3. copying ideas, concepts, research data, images, sounds or text without appropriate acknowledgment, including piecing together work of others and representing them as original work; 4. paraphrasing a paper from a source text, whether in manuscript, printed or electronic form (e.g. article spinning, text rewriting and content creation tools), without appropriate acknowledgement; 5. submitting as one's own work all or part of another student's work, even with the student's knowledge or consent.
Research Misconduct	is a serious breach of the Australian Code for the Responsible Conduct of Research 2018 and/or provisions in the Responsible Research Management Framework Policy that is intentional, reckless or negligent.
Solicitation	occurs when a student requests, offers, encourages, induces or advertises for another individual/student to contract, commission, pay, procure, or complete on their behalf, an assessment task or part thereof and items (e.g. examination papers, model examination answers, examination questions, examination scripts, on-line quizzes, or any other types of assessment) that are likely to, or result in their being used for the purpose of cheating, misrepresentation and/or plagiarism.
Student	means a person enrolled as a student in the University or undertaking courses or programs at the University.
UQ Community	means any current UQ student, graduate, staff member, member of Senate (or other governance body of the University), contractor, volunteer, official visitor, holder of an honorary appointment, adjunct academic and support position holder, or supplier of academic placements or academic related services, or a representative group thereof.

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