



ALUMNI CONDUCT POLICY

Introduction

University College is committed to fostering an inclusive culture which promotes equality, values diversity and maintains a working, learning and social environment in which the rights and dignity of all members of the College community are respected.

1. Alumni Conduct Policy

University College does not tolerate any form of harassment and expects all members of the College community, its visitors, and its contractors to treat each other with respect, courtesy, and consideration. Alumni are expected to ensure that any guests they bring to University College or to College events abide by this Conduct Policy.

This policy outlines the College's expectations in relation to alumni behaviour during participation in programmes and events organised by the College, on and off site. This policy applies to alumni conduct on our sites and in public spaces, including social media, and the actions which may be taken following reports of any concerns.

The College reserves the right to immediately terminate alumni services and benefits, including any engagement in our events or programmes, depending on the severity of the behaviour reported and the outcome of the process referred to in Section 3.

2. Behaviours Contravening the Policy

Examples of behaviours which contravene the Alumni Conduct Policy, include, but are not limited to:

Aggressive or offensive behaviour

This includes, although is not limited to, reports of threats, physical violence, bullying (including online bullying), victimisation, discrimination, and rudeness, whether made to a member of our community directly on University premises, or elsewhere, including on social media and/or via email.

Statements and opinions voiced in-person or online that conflict with the College's policy on Equality, Diversity and Inclusion will also amount to offensive behaviour.

Harassment

This includes unwanted conduct which has the purpose of violating an individual's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for an individual.

Sexual misconduct

This includes unacceptable conduct of a sexual nature, whether or not unwanted, through any medium, including physical, verbal or online.

3. Actions which may be taken if alumni contravene the Alumni Behaviour Policy

Upon notification of an incident and the receipt of any related evidence concerning the alleged misconduct, the Director of Development, Communications, and Alumni Relations, or appropriate nominee, will review the matter with the College's Senior Officers.

Courses of action available to the Director of Development, Communications, and Alumni Relations or appropriate nominee are as follows:

If the case is a minor and/or first event, the alum will receive a written warning which outlines that, if a further incident occurs, withdrawal of alumni services and benefits may automatically take place.

If the case is sufficiently serious and/or is a second offence, the alum will receive written confirmation of the termination of their alumni services and benefits.

Notification of the withdrawal of alumni services and benefits.

If a decision has been made to terminate alumni services and benefits, the Head of Alumni Relations, or appropriate nominee, will:

- Write to the alum concerned to acknowledge the incident and the immediate termination of alumni services and benefits. The alum will no longer have entry to University College's sites.
- Record all relevant information related to the withdrawal of alumni services on the individual's alumni record.
- Notify relevant stakeholders of the decision.
- Terminate the alum's involvement with all University College's engagements.
- Additional steps which will be taken, if necessary, might include:
- Ensuring all contact with the alum is directed via an assigned staff member. Incoming contact from the individual might be blocked if concerns are sufficiently serious.

Last Update: March 2024, Murray Palmer (Data and Operations Manager)

Next Update: October 2025

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