



Code of Conduct

1. Introduction

As a student run organisation, the Monash Engineering Students' Society (MESS, "the Club") prides itself as a professional and well run organisation. Our reputation is absolutely imperative to ensure that we can meet the needs of our members and serve the wider community.

In line with our mission statement, this Code of Conduct lays out the expectations for the behaviour of MESS committee members.

It is expected that this Code will be strictly upheld at all MESS events and any other situations where a member of the community might reasonably associate a person with MESS.

2. Expectations

The following is a brief, non-exhaustive list of general expectations for all MESS Committee members. At all times all committee members are expected to conduct themselves in a professional, friendly and respectful manner so as not to bring the club into disrepute.

Specifically, it is expected that all MESS Committee members will:

- .1 Fulfil their role as described in the MESS Constitution, Specifically:
 - Take responsibility for the planning, co-ordinating and running of their activities
 - Submit a completed pre-event form to the committee at the meeting most closely preceding the event (including all budgets)
 - Submit a completed operating report (including all budgets) to the committee at the first meeting not less than 2-weeks after the event
- .2 Attend all meetings. If there is a legitimate reason for not attending, an apology must be forwarded to the club secretary *at least* one day before that meeting,
- .3 Attend all MESS events. If there is a legitimate reason for not attending, an apology must be forwarded to the club secretary *at least* one day before that event,
- .4 Act as a leader and role model to all club members and the community at large,



- .5 Not unfairly discriminate against others on the basis of race, gender, sexual orientation, religion, disability or social class,
- .6 Not act in a manner that could be seen as harassment (sexual, physical or verbal). Violence and bullying will not be tolerated,
- .7 Not wilfully damage, steal or destroy the property of MESS or that of Third Parties,
- .8 Not partake in sexual acts with those who are under their care. This specifically includes whilst acting as a guardian on First Year Orientation Camp,

3. Non-performance

Should a committee member breach any of the above items they may be eligible for immediate expulsion from the Committee and the Club, or a strike.

Where possible, action will be taken within the jurisdiction of MESS.

Specifically, where a committee member is suspected of a breach the following procedure will be enacted.

- .1 Any committee member may request the executive to call for a strike of non-performance.
- .2 For serious breaches, this document will refer to the Clubs and Societies Constitution and the appropriate action will be taken to have the person removed from the club immediately.
- .3 For less serious breaches the accused will have the opportunity to defend their behaviour.
- .4 The committee will then take an anonymous vote and where a majority exists, a strike will be awarded. Decisions are final and non-negotiable.
- .5 In-line with the Clubs and Societies Constitution if a Committee member receives 3 strikes, they will be forced to resign from their position.

4. Agreement

I acknowledge that I have read and understand the above Code of Conduct and I will act accordingly throughout my tenure with MESS.

Name: _____ Position: _____

Signed: _____ Date: _____