Wisconsin Student Government

Wisconsin Technical College Advocacy Group

Established 1972

[www.wsgtech.com](http://www.wsgtech.com)

**CODE OF CONDUCT**

**Wisconsin Student Government offers student involvement and learning opportunities for participants from the 16 technical colleges that are part of the Wisconsin Technical College System. To ensure that the rights of all participants are protected and that all sponsored events provide a safe, educational learning environment, the Board of Governors and the Executive Officer Team have adopted this Code of Conduct for anyone participating in a Wisconsin Student Government sponsored meeting or event. In addition to the WSG Code of Conduct, should the participant violate a policy or regulation that is part of the host school Code of Conduct, which is not listed below, Wisconsin Student Government will include that violation as part of the organization’s Conduct Code and follow the disciplinary process as stated.**

All participants attending any Wisconsin Student Government sponsored meeting or event will adhere to the following:

1. Participants are expected to attend all WSG meetings, workshops, and other officially scheduled events.
2. Participants' behavior and actions will be in the best interest of WSG and should reflect WSG in a positive manner.
3. Executive Board members will wear business attire at all WSG events.
4. While attending the WSG Legislative Seminar, participants will wear appropriate business attire.
5. Participants are expected to support the position of WSG on issues impacting students enrolled in the 16 technical colleges comprising the WTCS system.
6. Should a participant introduce or support a position contrary to the position of WSG, the participant will represent themselves in a professional manner when interacting with the Executive Team, Governors, Lt. Governors and Resource Director and not interfere with the aim or mission of WSG.
7. Should a participant observe or be involved in an accident, injury or illness, this must be immediately reported to the respective advisor or lead person from their college district.
8. No alcoholic beverage consumption is allowed at any WSG scheduled meeting or event. Outside of WSG scheduled events, Wisconsin state law required all consumers of alcoholic beverages to be 21 years of age. Should a violation regarding alcoholic consumption occur, the participant will be immediately suspended from the WSG meeting and/or event and a report will be filed with their respective advisor or lead person from their college district.
9. The use or possession of any illegal substance will NOT be tolerated.
10. WSG prohibits any type of discrimination on the basis of race, color, national origin, gender, sexual orientation, disability, and age.
11. WSG prohibits any stalking, bullying or derogatory name calling.
12. Theft, damage and vandalism of personal property will be the responsibility of the victim. It is highly recommended that any participant that is a victim of this type of action, contact your advisor or local authorities immediately.
13. Participants of WSG meetings and events are asked to be respectful of their fellow students and observe reasonable “quiet hours” when an overnight stay is required.
14. The advisor, or designated head delegate if advisor is not present, from a given district shall have total authority over the supervision of the students from that district during any WSG meeting and event.
15. Cell phones and pagers are requested to be on silent during WSG meetings and events.
16. Participants in any WSG meeting or event must be in good academic standing. The advisor or head of the delegation is asked to notify the Executive Team should a student attend that is not in good academic standing.

Any participant of a Wisconsin Student Government meeting or event who violates the above listed regulations may be subject to disciplinary action up to immediate dismissal from the meeting or event. Should there be a violation of federal or state law, local authorities will be contacted and the responsibility for the participant will be handed over to the advisor or head of the delegation. Should there be disciplinary action required, the disciplinary process will be followed and the participant who is alleged to have violated a regulation will be given the right of due process.

I have read the above Code of Conduct and agree to abide by these established regulations. I understand that disciplinary action can result in myself or my college’s immediate expulsion from the meeting or event..

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| Name of Participant (PRINT)  |  Signature of Participant  |  Date  |
| E-mail \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**WISCONSIN STUDENT GOVERNMENT DISCIPLINARY PROCESS**

**Should a violation of Wisconsin Student Government’s Code of Conduct occur, the following process will be followed prior to determining whether disciplinary action should occur.**

1. **A written notice to the Executive Team will be provided outlining the details of the violation. This may be submitted by a student, advisor or a participant in attendance at a WSG meeting or event.**
2. **The Executive Team will schedule a meeting with the individual and/or individuals who are in violation, notifying them of the written notice and the violation. During the meeting, the named individuals will have the opportunity to provide a response to the alleged violation.**
3. **The Executive Team will also meet with all parties that may be involved, including any alleged victim, witnesses and the advisor or head of delegation for any of the parties. A written statement of the events that occurred may be required.**
4. **Following a meeting with all parties involved, the Executive Team will determine if a violation has occurred and what the appropriate disciplinary action will be. This will be determined by the severity of the violation and the impact the violation has on other members of WSG or the organization.**
5. **Once the Executive Team has determined if disciplinary action is necessary and the disciplinary action has been determined, a written letter will be provided to the violator outlining the action taken and why it was determined.**

**As part of the disciplinary process, the following rights will be afforded to all parties:**

**The right to due process**

**The right to have another party as part of the meeting for silent support.**

**The right to provide any documentation regarding the alleged violation.**

**The right to provide a list of witnesses that the Executive Board may choose to meet with.**

**Appeals Process**

**Once the Executive Team has made a decision regarding any disciplinary action, should the violator disagree with the final decision, they may appeal the decision. The following process will be used:**

1. **An appeals committee will be formed and is comprised of two advisors and three students that are not affiliated with the college of the alleged violator(s) or colleges affiliated with members of the Executive Team.**
2. **The appeals committee will meet with all parties and review any supporting documents.**
3. **Following the meetings and review, the appeals committee will decide to support the decision of the Executive Team or reverse the decision with recommendations.**
4. **The decision of the appeals committee will be final.**
5. **Written documentation will be provided by the appeals committee to provide rationale for their decision.**

**ALL PROCEEDINGS AND INVESTIGATION WILL REMAIN CONFIDENTIAL AND NOT BE DISCUSSED OUTSIDE OF THE PROCEEDINGS BY ANY MEMBERS INVOLVED WHETHER IT BE THE ALLEGED, WITNESSES, ADVISORS OR EXECUTIVE TEAM. THIS IS OF ITSELF, A VIOLATION OF THE CODE OF CONDUCT AND COULD RESULT IN DISCIPLINARY ACTION.**

**The Resource Director/Advisor may be asked by the Executive Team or Appeals Committee for guidance. If requested, the Resource Director/Advisor will provide objective and unbiased comments relating specifically to the incident or violation.**