U3A Cairns Inc Code Of Conduct
(updated draft, for ratification at the General Meeting following the AGM on 27 August 2021)

U3A Cairns is committed to a high behavioural standard of conduct when interacting with others - both members and non-members, and towards providing an environment, where everyone feels safe and accepted. Principles are aligned with relevant legislation that include the principles of fairness, integrity, transparency, dignity and respect together with a non-discriminatory and non-judgemental attitude.

The following applies to all U3A members and visiting public on U3A Cairns premises - both on campus and off-site classes, who are expected to abide at all times by the Cairns U3A’s constitution and bylaws and obey directives from the relevant convener who has overall responsibility for each group:

- Comply with all Australian laws.
- Members are expected to dress appropriately at all times.
- Do not engage in conduct that is inappropriate, disruptive, intimidating or harassing behaviour.
- Accept the inherent value in diversity, dissimilar perspectives and different personalities and avoid any form of discriminatory behaviour.
- Act with honesty, integrity and courtesy and ensure that others feel safe and respected in your interactions with both members and public. This applies even more so, when exchanging different opinions and viewpoints.
- Respect others’ right to privacy and confidentiality, including but not limited to other members’ private information and contact details to which you may have access.
- Focus on the existing enthusiasm, goodwill and talent.
- Participate and cooperate in good faith in each class or activity and abide by any reasonable directive or prerequisite specified by the Tutor or Convener.
- Abide by the directions and those specified in the Cairns By-Laws.
- Participate and co-operate in good faith during problem solving discussions/situations.
- Support the exchange of different opinions and adopt an inclusive approach to achieve the best possible outcome.
RULES OF CONDUCT JCU – members are required to comply with the Cairns which are also part of U3A Cairns Inc’s by-laws. These were discussed and unanimously moved, seconded and carried during the General Meeting dated 30-3-17:

a) JCU lectures and courses are for paying students to obtain a degree, usually when embarking on a career;
b) Attendance by U3A members is a privilege requiring respect for the lecturer, students, and all staff;
c) Unless invited to participate and voice an opinion, members should quietly accept the relationship between lecturer and students;
d) In the event of inappropriate attitude or behaviour, U3A should first caution the member, and in the event of lack of response, terminate his/her privilege to attend further lectures or courses at JCU as a U3A member.

Definitions

Discrimination - the unjust and/or prejudicial treatment of different categories of people, especially on the grounds of ethnicity, gender, age, culture, religion, age, mental or physical disability.

Harassment – any behaviour that offends, humiliates or intimidates another person(s), or where the person(s) has requested that this behaviour stop.

Guidelines - to understand if I am doing the correct thing:

- Would I be proud of what I have done?
- Is it consistent with Cairns U3A’s Constitution and By-Laws?
- Do I think it is the right thing to do?
- Would I accept the same behaviour from others?