

# MEMBER CODE OF CONDUCT

## Purpose

The purpose of the Member Code of Conduct is to ensure members' commitment to the values set forth by BASIS as a community. This Code of Conduct will serve as a condition for BASIS membership. Upon purchasing or renewing a BASIS membership, a member agrees to the Member Code of Conduct.

## Values

As an association, BASIS primarily aims to provide social and academic events to the benefit of Bachelor Students of the International Studies Programme of Leiden University. We aim to provide a platform where students can respectfully engage in dialogue with one another and acknowledge the diversity of perspectives that exist within the association, programme, university, and beyond.

## Expectations

As a member of BASIS, you are affiliated with the association in your interactions online and offline with others both within the association and external persons.

Thus, it is important to remember the values of BASIS previously outlined and the primary goal of the association when speaking on matters involving the association.

BASIS respects the right of freedom of speech of all members. However, members should consider the following in their online and offline interactions with others:

- Freedom of speech within the association does not cover instances where members denigrate, hurt, or discriminate against other members or external persons;
- When communicating with others, consider both the *intent* and the *effect* that your words have on others.

The following is modeled off of the [BA International Studies Code of Conduct for Online Behavior](#):

You have a responsibility to conduct civil and respectful discourse in all forums and platforms, including those that allow confidential or anonymous participation. As such we expect all members of the association to adhere to the following rules when engaging in online or offline interactions:

- Try to resolve conflicts directly with the person involved;
- If you have issues you want to discuss, do not talk *about* people but talk *to* them;
- Respect people's freedom of speech (with acknowledgement of the limits of free speech described above) in debate and exchange of opinion.
- Standards of behaviour are expected between members and between members and external persons. Discrimination, intimidation, and any form of aggression will not be tolerated.

The above expectations apply to all public and semi-public spaces associated in some manner (officially or unofficially) with Leiden University. Semi-public spaces include online group messaging platforms, such as those on Whatsapp or Facebook.

## Conduct Complaints

### *Procedure within BASIS:*

As per Policy Manual point 13.1.3., complaints against committees or members are filed with the BASIS Board via writing or email. The BASIS Board will then report these complaints, and any subsequent actions taken regarding those complaints, to the Advisory Board as stipulated in Policy Manual point 13.1.5. Complaints against committees or members may be submitted to: [president@basisthehague.nl](mailto:president@basisthehague.nl).

Member complaints against the BASIS Board should be filed with the Advisory Board via writing or email, as stipulated in Policy Manual point 13.1.4. These complaints are handled confidentially. Complaints against the BASIS Board may be submitted to: [advisory.board@basisthehague.nl](mailto:advisory.board@basisthehague.nl).

As stipulated by Article 8.2 of the BASIS Statutes and Policy Manual point 13.6.1., the BASIS Board retains the right to suspend any member for disorderly behavior, misconduct, or any other activity that harms the association. This is an action that the BASIS Board takes extremely seriously and is not taken lightly.

### *University Contacts:*

- Confidential Counsellors:
  - [Website](#)
- Security Officer:
  - [Website](#)
- Diversity and Inclusion Expertise Office:
  - [Website](#)
  - Email: [diversiteit@leidenuniv.nl](mailto:diversiteit@leidenuniv.nl)
- Ombuds Officer:
  - [Website](#)
  - Email: [ombudsfunctionaris@leidenuniv.nl](mailto:ombudsfunctionaris@leidenuniv.nl)

You may also contact your study advisor if you are uncertain about who to reach out to. Information about the study advisors for BA International Studies may be found [here](#).

## Questions or Concerns

Questions or concerns about the Code of Conduct may be presented to the Advisory Board or BASIS Board at any time by any member for consideration.

## Formation of the Member Code of Conduct

The Member Code of Conduct was formed by the 9th BASIS Board in the 2020-2021 association year. It was written and revised in consultation with the members of BASIS, the Advisory Board, and the LU Diversity and Inclusion Expertise Office.

The 9th BASIS Board recommends that the Member Code of Conduct is discussed and reviewed by both the sitting BASIS Board and current Committee Heads at the start of each association year. Any changes should be voted in through a General Assembly to update the Member Code of Conduct accordingly.