

Faculty of Governance and Global Affairs, Code of Conduct 2017-2018

In its mission statement, the Faculty of Governance and Global Affairs in The Hague formulates the following important ambition: *'To develop into an internationally renowned academic centre of knowledge that focuses on complex issues and current developments in society.'*

To be able to achieve this ambition, the Faculty of Governance and Global Affairs wishes *'to create a more diverse, internationally oriented academic community, with staff and students from all over the world.'* In doing so, the Faculty strives to embody an 'inclusive' culture, meaning that it **wishes to offer all students and staff an honest, open, safe and inspiring climate for work and study.**

This code of conduct is intended for all students and staff of the Faculty of Governance and Global Affairs. In keeping with the University's motto *'Praesidium Libertatis'*, or 'Bastion of liberty', the key principle of this code is freedom of expression, but within the following guidelines of conduct:

- A pro-active attitude aimed at interaction and co-operation
- Respect for all members of our community and for the environment we share
- Mutual acceptance, regardless of nationality, ethnic origin, faith or sexual preference
- Mutual trust and confidence in the good qualities of all people
- Innovation: an inquisitive, open attitude
- Integrity: handling of data and information with due care.

In combination with the regulations of the individual institutes, this code of conduct serves as a guideline for our everyday conduct both at study and at work.

All students and staff members are expected to be familiar with and understand the code of conduct, to observe the values on which it is based and, when necessary, to prompt others to do the same. Everyone is expected to set a good example, in particular supervisors and teachers.

See also:

[LUC Student Handbook 2017-2018](#)
[Regulations page on the Organisational Structure Page](#)
[Codes of Conduct Leiden University](#)

Core values

The faculty-wide code of conduct is based on the following core values:

1. A pro-active attitude

Students and staff alike are expected to display a pro-active attitude. Pro-active means being involved, making an effort and taking responsibility for your study and work performance. It also means recognising and taking advantage of opportunities, having an eye for developments and possibilities for co-operation. This kind of active, co-operation-oriented attitude naturally leads to

interaction. Students are expected to prepare for and actively participate in classes. Teachers are expected to use inspiring pedagogical methods, aimed at students' active learning and participation. Staff members are expected to act decisively, with an eye for internal and external developments.

2. Respect

Respect comes from 're-spect', that is, taking another – better - look at the other person, allowing you to perceive his/her qualities more fully. Treating each other with respect means having regard and appreciation for each other and taking one another into account. Within the academic community embodied by the University/faculty, this means being open to other ideas, views and ways of thinking, and exchanging, investigating and sharing these views rather than passing judgement. This entails that there is no room for discrimination, harassment or unwelcome sexual advances.

3. Acceptance

An integral aspect of respect is acceptance. Mutual acceptance means: having appreciation for each other; allowing the other person a sense of dignity, regardless of national origin, religious convictions, gender, sexual preference and/or handicap. Dignity is important for self-confidence. Acceptance promotes an 'inclusive' culture that is open and safe for everyone.

4. Trust

Trust is the basis of scientific practice, both in education and in research. The faculty's good name depends on the integrity of its staff and students. Mutual trust is based on clear and open communication: talking with each other, having the courage to give and receive feedback, and calling on each other to observe the code of conduct. Clear and transparent procedures boost trust in the organisation.

5. Innovation

Innovation means renewal, breaking new ground. The Faculty of Governance and Global Affairs bases its objectives on currently relevant social insights; it aims to contribute to resolving complex societal issues. In this context, the Campus strives to combine traditional academic disciplines in an innovative interdisciplinary way. Furthermore, it promotes active co-operation between the faculty's students and staff and Leiden's centres and institutes, external stakeholders and national and international government organisations. This requires an inquisitive, open attitude on the part of students and staff. This attitude is also apparent in the Campus' study programmes which rely on a contemporary teaching philosophy and methods, capitalising upon new (digital) developments and creating connections.

6. Integrity

Integrity – or acting according to moral and ethical principles – implies proper and scrupulous behaviour, with due regard for your responsibilities and the applicable rules. Staff members are expected to engage in their scientific work in a scrupulous, reliable, verifiable, unbiased and independent manner, and to further promote this attitude. Students are expected to complete their exams independently and honestly, to cite sources correctly when using publications or parts of publications, and to refrain from disclosing personal or sensitive information. In off-campus activities, students and staff alike are expected to behave in a professional and scrupulous manner; after all, it is our staff and students who are the ambassadors for the Faculty of Governance and Global Affairs.