

# Office of Global Engagement—Faculty-Led Courses

## Student Code of Conduct

Course Name: \_\_\_\_\_ Term: \_\_\_\_\_

Traveling can be challenging. Traveling with a group in a foreign country while earning academic credit can be even more challenging. One of the best ways to ensure that everyone participating in a faculty-led course has as good of an experience as possible is for the group to agree upon a set of behavioral guidelines. Please complete the following items with your faculty leaders as a group to identify your group expectations and possible consequences. Once your faculty leaders have approved these guidelines, it is your responsibility to conduct your behavior within the context of the group's expectations.

It is important to note that students abroad are held responsible for following the Standards of Student Behavior in Section III of the LaGrange College Social Code ([http://home.lagrange.edu/panther/faculty-staff/\\_images/StudentHandbook.pdf](http://home.lagrange.edu/panther/faculty-staff/_images/StudentHandbook.pdf)).

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- 1. Punctuality** – Almost every faculty-led course relies on one or more modes of public transportation--train, bus, plane or taxi. Most courses include excursions to museums, artistic performances, company visits, etc. What expectations does the group have about being on time for such activities? What will happen when one participant shows up 10 minutes late to catch the train for a weekend excursion, or 45 minutes late to meet the group for a performance at Shakespeare's Globe Theatre (as one example)? What is the expectation for class punctuality?

**Expectations:**

**Consequences:**

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- 2. Attendance** – Most faculty-led courses are built around a somewhat packed schedule that includes classes, guest lectures, walking tours, and excursions. There might not be much time left over for relaxing, sleeping, shopping, or lounging at an inviting café. What expectations does the group have regarding attendance? Will some activities be mandatory and other activities voluntary? Will attendance affect one's grades?

**Expectations:**

**Consequences:**

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- 3. Dress Code** – When you are in another country, sometimes it is hard to know what cultural norms are considered appropriate. Therefore it is important for the faculty director(s) to provide guidance with respect to a dress code. What kind of dress does/do the Faculty Leader(s) consider appropriate for class, for excursions, for professional visits? Are there certain articles of clothing that everyone should bring, such as a headscarf for women to be worn when touring mosques? Are there situations for which the following would be inappropriate?

- For women: Are sleeveless tops, halter tops, shorts, short shorts or skirts, open toed shoes, bare midriffs, bare heads, etc. appropriate?
- For men: Are sleeveless shirts, hats, T-shirts, shorts, sandals, no tie, etc. appropriate?

**Expectations:**

**Consequences:**

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- 4. Drug Usage** – The use of illegal drugs on a faculty-led trip is strictly prohibited by virtue of the LC Social Code. Using illegal drugs will get you expelled from the course, sent home at your own expense, and held subject to disciplinary action by LC. You are free to use over the counter medications as needed, and your own prescription medications as prescribed. Sharing of any prescription medication is strictly prohibited and is subject to disciplinary action by LC. Transport all your medicines in their original containers so that it is clear to anyone checking your luggage that you are transporting legal medication.

**Expectations:** No one in the group will use illegal drugs during the course.

**Consequences:** The Faculty Leaders in cooperation with the Vice President for Student Engagement and Dean of Students, the Vice President of Academic Affairs, and the Office of Global Engagement, will discontinue course participation of anyone found to be in possession of or using illegal drugs during the course. The student will not be reimbursed any course costs and will be responsible for any additional costs he/she incurs, including foreign bail costs and legal fees. The participant will be expelled from the course, sent home at their own expense, and be subject to LC student disciplinary actions.

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- 5. Social Media** – Facebook, Twitter, and Instagram are great ways to keep in contact with family and friends back in the US. Social media can be perfect for documenting your experience and keeping in contact with the rest of your group as well. However, social media when used inappropriately can cause emotional, social, legal, and safety issues. Over using social media can also decrease your cultural experience and your ability to integrate. How should social media be handled? What is appropriate to post to your personal social media sites? In what situations should you contact your Faculty Leaders, rather than posting or before you post on social media? What is appropriate to post to the group FB page? How much time per week, if any, should be devoted to social media? What are potential negative effects of misusing social media? Does your host country have restrictions on social media? What perceptions are you portraying through your posts and/or photos?

**Expectations:**

**Consequences:**

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**6. Technology and Electronics** – Technology and electronics may be very common in some parts of American life and culture, but may be very uncommon in other cultures. What electronics are expected and required for class? What types of electronics, if any, are common in the host country (iPhones, tablets, laptops)? What situations/venues are appropriate to use electronics? Are there situations where using electronics may be unsafe (mugging, safety)? Who is responsible for your electronics (the student!)?

a. **Pictures** – Be aware of your surroundings while you are abroad. In the United States, taking pictures with cameras and phones is common and usually accepted. In many other countries around the world, it is considered to be an invasion of privacy if you take someone's picture without their permission, especially if you then put that picture online. In many other countries it is also taboo to take pictures of mosques, cathedrals, temples children, or people you do not know. Will taking photos be acceptable in all locations you are visiting? If not, what sites will it not be appropriate?

**Expectations:**

**Consequences:**

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**7. Alcohol Consumption** – Although a country may have less stringent laws covering the consumption of alcohol, the same country may be far less tolerant of alcohol consumption than is the U.S., The Faculty Leaders can provide some direction for students' use of alcohol, especially alcohol consumed during classroom-related activities. How will you know when you have had enough to drink? What is inappropriate/irresponsible drinking? How do you think that inappropriate student drinking reflects upon LC and United States citizens in general? How will you react to the student(s) who consistently drink too much when you go out in the evenings? Is sleeping off a hangover instead of attending class okay?

**Expectations:**

**Consequences:** The Faculty Leaders, in cooperation with the Vice President for Student Engagement and Dean of Students, the Vice President for Academic Affairs, and the Office of Global Engagement, will discontinue course participation of anyone who violates local alcohol laws, or whose alcohol use poses a potential danger to persons or property or disrupt the academic process of the study away course. The student will not be reimbursed any course costs and will be responsible for any additional costs he/she incurs, including foreign bail costs and legal fees. The participant will be expelled from the course, sent home at their own expense, and be subject to LC student disciplinary actions.

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**8. Professionalism & Representation** – While abroad, you will want to engage in various activities. All of the actions you take while abroad represent not only you, but your course, your college, and the United States. What behavior reflects poorly on LC and the United States? When visiting businesses, monuments, religious areas etc. what kind of behavior is expected?

**Expectations:**

**Consequences:**

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**9. Group Dynamics** – Remember when you were a kid and you and your older brother (sister, cousin, best friend) used to gang up on your little brother (sister, cousin, best friend) to tease them about a particularly annoying behavior (physical feature, habit, article of clothing)? Welcome to group travel! Your group will be traveling, living, and studying together for the next few weeks. Whereas friendships will be formed, hopefully cliques will not. Excluding, teasing, or gossiping about a member(s) of the group can disrupt logistics, add stress and make the trip a lot less pleasant for everyone. What kinds of expectations do you, as a member of the group, have about group dynamics? What behaviors should be encouraged? What behaviors should be discouraged?

**Expectations:**

**Consequences:**

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**10. Travel Plans** – The faculty-led courses take place during an abbreviated term and are usually too short to allow personal travel during the course. However, from time to time students do have free days during the course for personal travel. How do you think your roommate or your professors might feel if you disappeared on Friday afternoon and were still missing on Monday evening? How do you think the group should handle sharing travel plans with friends and faculty – even if it is just a one night?

**Expectations:**

**Consequences:**

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**11. Emergency Situations/Responses** – Accidents and incidents can happen in any city and any country. If anything were to happen during your trip, to the group or the individual (getting lost, losing a wallet, serious illness, mugging etc.) what is the protocol? What constitutes an emergency? Who should be contacted first in the case of an emergency? When should local police be called? When should the LC emergency contacts be notified? Should serious accidents or harm be posted to social media?

**Expectations:**

**Consequences:**

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**Other –**

**Expectations:**

**Consequences:**

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**Other –**

**Expectations:**

**Consequences:**

**\*\*\*PLEASE HAVE ALL STUDENTS SIGN\*\*\***

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Date:

Name:

Date:

Name:

Date:
