

# Code of Conduct

- Remember who you are. You are a servant.
  - Be willing to listen to any student's concerns. Then, more importantly, serve the student by making sure that his/her concerns are addressed through the proper avenues.
  - Tell students that you will do your best in response to concerns or that you equally hope that something will work out. Never claim that a policy change or university action will occur before it is actually implemented.
  - If unsure of whether SGA-related information is private, sensitive information that cannot be told to other students or if information is not private and can be told to other students, do *not* tell other students.
- Remember who you are. You are a leader.
  - Conduct yourselves at all times in accordance to the rules of Freed-Hardeman University.
  - Carry yourself with respect and respect everyone on the campus.
  - Be mature in your interactions with students and adults who are a part of the campus.
  - Do not sign petitions.
- Remember who you are. You are a professional.
  - If you miss more than two FAC meetings or Senate meetings without *prior* approval, you *will be* dismissed

from SGA. If you miss more than one IUC meeting without *prior* approval, you *will be* dismissed from SGA.

- Meetings are conducted in a professional manner.
  - All SGA meetings are conducted in Parliamentary Procedure.
    - Level of adherence dependent upon SGA branch
  - Committee reports, document review of meetings, and use of technology should all be dealt with responsibly.
- Dress code for meetings is as follows:
  - Senate – Simple Business Formal
    - Men – Dress slacks, Dress shirt, Tie
    - Women – Suit pants or nice skirt, Professional Top (e.g., Blouse)
  - FAC/IUC – Business Casual
    - Men – Dress slacks, Dress shirt (Button-up)
    - Women – Skirt, Nice top (e.g., Dress shirt, polo, or sweater)
  - If any member has an intramural game ending 30 minutes before the meeting, beginning 30 minutes after the meeting, or any time in between, the above dress code does not apply for that particular night.
    - Sport attire may be worn, but no shirts denoting a particular social club may be worn.