



University of South Australia

Guideline 5

UniSA Alumni

Code of Conduct: Alumni Chapter, Club or Group Committee Members

The following code is for members of alumni chapter committees and other bodies.

1. A committee member must act honestly, in good faith and in the best interests of the alumni chapter, committee and University as a whole.
2. A committee member has a duty to use care and diligence in fulfilling the role of committee member, and in the exercise of any powers attached to that position.
3. A committee member must use the powers of office for a proper purpose, in the best interests of UniSA alumni as a whole, and not for any personal gain.
4. A committee member must not make improper use of information acquired as an alumni committee member.
5. A committee member must not allow personal interests, or the interests of any associated person or business, to conflict with the interests of UniSA and its alumni program. Potential conflicts of interest should be declared.
6. Confidential commercial or private information, for example alumni membership data, received by a committee member in the course of their duties remains the property of UniSA and it is improper to disclose it or allow it to be disclosed unless that disclosure has been authorized by the University, any individual concerned or is required by law.
7. A committee member should not engage in conduct likely to bring discredit to the reputation of the University or the alumni program.
8. A committee member must not seek to represent the interests of the University in any official forum, or make public comment on policy matters relating to the University without prior permission.
9. A committee member has an obligation, at all times, to comply with the spirit as well as the letter of the law and with the principles of this Code.

The above code has been adapted from the University of South Australia Code of Ethical Conduct, the Australian Institute of Company Directors and other sources for specific use by UniSA Alumni.

Signed: _____

Date: _____

Signed copies are to be forwarded to the University who will formally acknowledge receipt and involvement of the alumnus.

As approved by the UniSA Senior Management Group – June 2006