

**EAST-WEST CENTER
PROFESSIONAL & SHORT TERM PARTICIPANTS
CODE OF CONDUCT**

Overview

The East-West Center (EWC) is at the forefront of preparing people of the U.S. and Asia Pacific region to meet the evolving demands of global change. Since its founding in 1960, the Center has promoted the development of a stable, prosperous, and peaceful Asia Pacific community through programs of cooperative study, training, and research. The Center views learning as a collaborative process to which each person contributes knowledge, experience, and perspective to benefit all participants. It recognizes the importance of establishing a basis for the comfortable exchange of ideas by building an environment of openness and trust and of shared community.

To preserve this vital East-West Center experience, the following Code of Conduct is expected of all participants.

Code of Conduct

The East-West Center has a special set of interests and purposes essential to its effective functioning. These include (a) facilitating the opportunity for participants to attain their training, research, educational and professional development objectives, (b) establishing and maintaining a respectful intellectual and educational atmosphere throughout the Center and in all of its activities, and (c) protecting the health, safety, welfare, property, and human rights of all participants in the East-West Center community.

Participants are expected to demonstrate maturity, good judgment, understanding, courtesy and respect for others at all times. Participant actions must not prevent others from enjoying a positive working and learning environment.

Grounds for Disciplinary Actions

Disregard of award conditions, Center policies, or residence hall conduct code may result in disciplinary action. The Center is solely responsible for making the determination under this policy to what constitutes a violation. Grounds for disciplinary action include but are not necessarily limited to such matters as:

- Failure to comply with specific provisions and general policies as embodied in the participant's award agreement.
- Behavior which is determined by the Center to be detrimental to the physical, emotional, and/or educational welfare of fellow participants, staff and/or lecturers, or which exhibits a pattern of insensitivity to the rights, privacy, and cultural background of other participants and/or staff.
- Providing false or misleading information to Center officials or in Center records.
- Plagiarism and/or cheating.

- Theft of property or willful destruction, damage, defacing of property belonging to the EWC, participants, or staff.
- Sexual harassment which is defined as unwelcome severe and pervasive sexual advances, requests for sexual favors, and other improper verbal or physical conduct of a sexual nature, or harassment based on race, national origin, religion or any other impermissible basis. (See EWC Participant Policy 1026A.)
- Violation of the published East-West Center resident hall conduct code.
- Criminal activity and/or felony and/or misdemeanor convictions for violation of laws of the United States or other countries or other serious violations/infractions while on award.
- Possession of weapons including but not limited to firearms.
- Any other actions which cast the individual or the Center in a bad light, or are inconsistent with the participant's responsibilities and/or the best interests of the Center.
- Failure to cooperate in any Center investigation involving the participant.

Disciplinary Action

The following disciplinary actions may be imposed depending on the seriousness of the infraction:

1. Verbal warning.
2. Formal written warning with a copy to the East-West Center Administrative Office.
3. Formal written notice outlining award restriction(s), probation, suspension or termination.

There is no progressive discipline or prior warning required. For example, in what the Center deems to be serious infractions, it may choose to terminate immediately.

Appeals Process

A professional and short-term participant may appeal a disciplinary action taken to the Director of the program division within which his or her program is administered. In a case where the Director of that program division is the administrator taking the disciplinary action, an appeal would be made to the Director of Administration.