

## Code of Conduct for Graduate Research Supervisors

This Code of Conduct is for supervisors of bachelor's with honours, Masters and Doctoral research (Projects, Dissertations, and Theses). The purpose of this code is to state the University's expectations of the standards of behaviour that enable and support the commitment to a safe, respectful, inclusive, and effective graduate research community which works within the policies, processes, and procedures of the University. The code is in context to the [AUT Code of Conduct for Research](#), [Conflict of Interest](#) Policy, and [Preventing Bullying and Harassment](#) Policy. AUT's general [Staff Code of Conduct](#) outlines how AUT's values are manifest in conducting our business:

### *Tika - Integrity*

- Be professional
- Act within the spirit and letter of the law, with fairness, impartiality and without bias
- Be responsible, trustworthy and honest
- Be genuine kind and equitable to others
- Pursue excellence
- Use University resources wisely and without unnecessary waste

### *Pono - Respect*

- Be courteous, responsive and communicative
- Acknowledge the rights of others
- Develop collegial relationships
- Treat information with diligence and care
- Act with good conscience and for the benefit of our communities

### *Aroha - Consideration for others*

Treat people as individuals, with consideration of their circumstances

### To achieve this **we do not**

- Discriminate, bully or harass others
- Make offensive, aggressive or personal attacks on others or their personal property
- Abuse the power of position or status over others

## Graduate Research Supervision

The principle responsibility of research supervisors is to be accessible advisors working with students to develop their capabilities towards a successful and positive learning experience, and timely and successful completion of research. Graduate research supervision is a specific professional working relationship, and one where periods of stress may require appropriate and judicious navigation with the support available.

### *Supervisors should:*

- Provide active guidance to graduate research students on the conception, development, conduct, and dissemination of their research consistent with the requirements of the degree they are enrolled in.
- Attend to all activities required for supervision in a timely manner, including but not limited to proactive engagement in the [Supervisory Agreement](#).

- Maintain currency with supervision policies and processes, and advise students accordingly.
- Maintain ongoing professional development as a graduate research supervisor.
- Facilitate students' academic development and promote integrity towards them becoming independent researchers.
- Discuss the gender and cultural appropriateness of the supervisory team and agree on a plan for aligned support as requested.
- Seek advice from P&C and/or Line Manager if the supervisory relationship risks becoming personal or intimate.

*Supervisors must not:*

- Discriminate, bully or harass students or colleagues. Sexual harassment is prohibited at AUT.
  - Specifically, this means that staff and students are entitled to treatment that acknowledges their individual dignity and worth, including respect for their cultural, professional and personal values. Sexual harassment is behaviour that is unwanted, unwelcome and/or offensive sexual behaviour that is repeated or is significant enough to have a negative effect on an individual's wellbeing. Unwanted or unwelcome refers to behaviours that are not solicited or invited and are regarded by a person as undesirable or offensive at the time. Sexual harassment includes requests for sexual activity which contain an implied or overt promise of preferential or detrimental treatment.
- Abuse and/or take advantage of the power of their position of influence or status over students.
  - Specifically, power imbalance refers to the relationship between two persons where the person who holds the power uses their position to influence situations. At AUT it is prohibited for those in a position of power to use their position for inappropriate purposes.
- Engage in a personal intimate relationship with a supervisee. If such a relationship begins during the supervision, a conflict of interest must immediately be declared to the supervisors' Line Manager, and the supervisor formally remove themselves from that supervision.

Behaviour or supervision practise contravening this code will be addressed with the appropriate disciplinary action. Any breach may constitute 'misconduct' or 'serious misconduct' and may be dealt with under the [Discipline Policy](#).

Some specific scenarios of supervision practice that may breach or compromise this code include:

- Serving of alcohol at supervisory meetings
- Conducting supervision meetings in a closed area (such as a staff office with the door shut), unless the student specifically requests otherwise
- Communication of negative or derogatory comments of a personal nature regarding a supervisee, including in public fora such as social media
- Lack of timely attendance to student communications (other than where extenuating circumstances exist, such as sickness or leave)
- Dissemination of students' research writing or data without their written permission
- Coercing students' to engage in any work or activities that may primarily benefit the supervisor professionally or personally
- Engaging in activities with the student which breaches AUT's Conflict of Interest Policy
- Failing to seek advice when a supervisory relationship risks becoming personal or intimate

## Review

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Version Approvals

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