

Aalto University Code of Conduct

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The Code of Conduct summarises the principles and policies of fair play and integrity that govern the activities of the Aalto University community:

- equality
- impartiality
- mutual trust

Our goal is to make everyone feel accepted and valued as they are and recognised as full members of the Aalto community.

Based on Finnish law:

<https://www.finlex.fi/fi/laki/ajantasa/1889/18890039001#L20>

<https://www.finlex.fi/fi/laki/ajantasa/1986/19860609#P6c>



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In activities related to learning or working at Aalto or representing Aalto, the members of the Aalto community agree to:

- act honestly and with integrity
- respect others regardless of their background
- foster open discourse and free exchange of ideas
- build mutual trust, and
- actively care for the safety and well-being of themselves and others.



Harassment and misconduct

- **Aalto University expects its staff and students to conduct themselves appropriately and respect others.**
- **Aalto University does not approve of any misconduct, bullying or sexual harassment.**

If you encounter any type of harassment or misconduct, you should start by:

1. **Raising the issue with the person involved, telling them that their conduct is inappropriate and must stop immediately**
2. **Writing down what happened, when, and who witnessed it.**

Whom should I contact?

Even if you had not raised the issue with the person involved, you can take the matter further in confidence.

Contact the school manager of academic affairs:

- Anni Rintala (anni.rintala@aalto.fi, +358 50 5122683)



In incidents occurring during a course, contact the teacher-in-charge.

- The teacher-in-charge may ask the school manager of academic affairs for advice.

You can also contact the harassment contact person of AYY.

AYY harrasment contact persons

- The Student union harassment contact persons are separate and independent from the Aalto university, but are in co-operation with it and follow its practices
- The Harassment contact persons can be contacted if you have experienced or witnessed harassment, need help with the follow-up of resolving harassment situations or just want to talk about the inappropriate behaviour you witnessed.
- AYY's Harassment contact persons assist and counsel you in resolving the situation.
- The Harassment contact persons can also be contacted if you are not sure whether the situation you encountered was harassment.



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What constitutes inappropriate treatment?

- Violation of commonly understood principles of good practice, or inappropriate or disturbing behaviour
- Causing offence by word, attitude or actions
- Sexual harassment, which may be physical or verbal. Innuendo, facial expressions and gestures, nude photographs and coarse language may be just as offensive as unwanted physical contact.

Read more on Into:

<https://into.aalto.fi/display/enopisk/Support+in+cases+of+harassment>

Unconscious Bias

Our tendency to make automatic assumptions about others based on our own backgrounds and experiences.

If not acknowledged, unconscious bias may cause unintended discrimination leading to non-inclusive environment.



Read more: For example:

<https://www.aalto.fi/en/news/brain-scans-on-movie-watchers-reveal-how-we-judge-people>

A!

Aalto-yliopisto
Kauppakorkeakoulu

Tasks for students

Working in groups



Warm up: Introduce yourself! What are you looking forward to this autumn? 😊



Q1: How do you react when you hear students making inappropriate jokes about another student at a party?



Q2: What can you do if you see a teacher/member of staff treating a student inappropriately?