

AUC protocol for handling breaches of the Social Code of Conduct

Adopted by AUC Management Team on 18 May 2026, to take effect when revised Social Code of Conduct adopted (15 July 2026).

Reports of a breach of the Social Code of Conduct can reach AUC through a variety of routes. All such reports should be forwarded to the Student Life Officer.

A. Procedure when the identity of the person responsible for the breach is known

If the person who has breached the Code (the respondent) is positively identified in the report¹, and there is sufficient evidence to support that they breached the Code, the following procedure is followed.

- I. The Student Life Officer decides based on the information included in the report whether it merits the initiation of a formal procedure with a Conduct Panel, or would be better dealt with via other means, or should be dismissed.² The decision, with motivation, will be communicated to the Dean.
- II. If the Student Life Officer decides the procedure should be initiated, they will then determine and contact the relevant individuals who will form the Conduct Panel³, and inform them of the nature of the incident and person(s) involved. If the incident represents a serious breach of the DUWO tenancy regulations, the Student Life Officer will also inform DUWO. If the incident occurred during an AUCSA-organised event, a report may also be made to the AUCSA through their complaints procedure.
- III. The Conduct Panel is comprised of the Student Life Officer, a representative of the Management Team, a staff representative, and the Graduate Assistant to the Student Life Officer. Depending on the nature and severity of the breach, the Student Life Officer may also invite a representative of the AUC Diversity Leadership Group to join the Panel, and/or an UvA confidential adviser.
- IV. Each member is given time to establish based on these facts whether any circumstances would lead them to withdraw from the Panel. If a member withdraws, the Student Life Officer will seek a replacement with similar expertise.
- V. Once this Panel has been established, a formal notification will be sent to the respondent, informing them that a report has been received that they have breached the AUC Social Code of Conduct and calling them to a meeting with the Conduct Panel. The respondent may bring a support person with them to the meeting, but must notify the Student Life Officer in advance with the support person's full name and their relationship to the respondent (e.g. friend, family member). All initial communications with the respondent will be conducted by the Student Life Officer. The Student Life Officer makes sure the respondent is fully informed about the procedure and the possible consequences for breaching the Code.
- VI. The respondent is informed that while there are no legal consequences to refusing to participate in a meeting with the Conduct Panel, this will not halt the procedure. The Conduct Panel will complete the procedure but without input from the respondent. This could include the Conduct Panel recommending sanctions against the respondent.

Meeting of the Conduct Panel

- I. The Conduct Panel convenes for the meeting with the respondent.

¹ If the identified person is not an AUC student, the Student Life Officer informs the Dean.

² Reports of harassment, discrimination, sexual violence/misconduct are not handled through this procedure but through the appropriate PHADISE protocol.

³ The Conduct Panel is not a legal entity, and is created primarily with the goal of supporting a consistent and transparent process for handling breaches of the Social Code of Conduct. Any measures recommended by the Panel are recommendations to existing bodies within AUC, with no changes made to the limits to duty of care of AUC, the UvA and the VU, or in the role of the UvA and VU in addressing issues of sufficient seriousness and complexity as to be escalated. The bodies within AUC will follow the recommendations of the Panel unless there are compelling reasons not to do so, in which case the decision-making body will report in writing to the Panel on the decision taken and the reasons why.

- II. The established facts of the breach of the Social Code of Conduct by the respondent are provided, and the respondent is given an opportunity to respond.
- III. The Conduct Panel is not a court, and it is not an investigatory body. The aim of the meeting is to have an open and honest exchange of views with the respondent on the behaviour that was in breach of the Social Code of Conduct. Any support person with the respondent does not speak during the meeting, unless given permission by the Conduct Panel.

Deliberation

- I. After the meeting with the respondent, the Conduct Panel discusses its recommendations. A member of the Panel is selected to write a report for the Dean, including the established facts of the breach of the Code, any points of uncertainty, and the Panel's recommendations for a response and severity of any sanctions.
- II. The recommendations for sanctions may include but are not limited to:
 - i. A formal warning letter from the Dean.
 - ii. Removal of privileges and not allowed to represent AUC. This includes but is not limited to: cannot study abroad or work for AUC, cannot participate as an AUC Ambassador or be part of the Peer Support network or similar, cannot undertake an internal CP/I. Strongly discouraged from taking representative positions on, for example, the Student Council and from taking leadership positions in AUUSA.
 - iii. ii. and an intervention, typically consisting of a meeting with a Student Life Officer and a task. The latter will typically be writing an academic reflection paper on the behaviour that breached the Code, with the learning objective of demonstrating self-reflection and an understanding of why the behaviour was inappropriate. The exact assignment is specified by the Dean, who may consult with the Conduct Panel. The Dean sets the deadline, and assesses if the learning objectives of the assignment have been sufficiently met.
 - iv. ii. and a project, aimed at giving back to the community and attempting to repair the damage done to the community by the breach of the Code. The respondent is typically encouraged to design and implement the project themselves, under supervision of an AUC staff member, within a specified number of hours within one semester. The supervising AUC staff member will assess if the learning objectives have been sufficiently met.
 - v. ii. and suspension. The Dean initiates the UvA process⁴ to deny the respondent entrance to the AUC Academic Building for up to three months (the respondent cannot attend class or take exams).
 - vi. ii. and extended suspension. The Dean initiates the UvA process to deny the respondent entrance to the AUC Academic Building for longer than three months and/or to deny the respondent entrance to all UvA buildings. The VU may also be informed.
 - vii. Expulsion. In the most extreme cases, it may be recommended that the Dean seeks the deregistration of the respondent from the AUC programme and from the VU and UvA universities.
- III. The report of the Conduct Panel including the recommendations are communicated to the Dean.
- IV. If the Dean decides not to follow the recommendations of the Conduct Panel, the Dean will inform the Panel in writing with an explanation.
- V. The decisions of the Dean are formally communicated on behalf of the Dean to the respondent. Should the respondent fail to comply with any measures, the issue may be escalated.

Timeline and reporting

- I. If a procedure with a Conduct Panel is initiated, a turnaround time of no more than 30 working days from report of the breach to decision of the Dean is expected.

⁴ Regeling toegang universitaire gebouwen (UvA)

- II. Statistics on cases handled by a Conduct Panel will be included in the SLOs Annual Report alongside the statistics on cases handled through PHADISE.
- III. Information on the breach of the Social Code of Conduct, personal data of the respondent, and the outcomes of the procedure are shared on a strictly need-to-know basis, to protect the privacy of all involved.

B. Procedure when the identity of the person responsible for the breach is not known

If the identity of the person who has breached the Code (the transgressor) is not known at the time the report is made, the following procedure is followed.

- I. The Student Life Officer decides based on the information included in the report whether it merits the initiation of a formal procedure with a Conduct Panel, or would be better dealt with via other means, or should be dismissed.⁵ The decision, with motivation, will be communicated to the Dean.
- II. If the Student Life Officer decides the procedure should be initiated, they will then assess the likelihood of being able to quickly and easily identify the transgressor. If the transgressor can be identified, then procedure A is followed (procedure when the person responsible for the breach has been identified).
- III. If the transgressor cannot be quickly and easily identified, the Student Life Officer will then determine and contact the relevant individuals who will form the Conduct Panel⁶, and inform them of the nature of the incident and that the transgressor is unknown. If the incident represents a serious breach of the DUWO tenancy regulations, the Student Life Officer will also inform DUWO. If the incident occurred during an AUUSA-organised event, a report may also be made to the AUUSA through their complaints procedure.
- IV. The Conduct Panel is comprised of the Student Life Officer, a representative of the Management Team, a staff representative, and the Graduate Assistant to the Student Life Officer. Depending on the nature and severity of the breach, the Student Life Officer may also invite a representative of the AU Diversity Leadership Group to join the Panel, and/or an UvA confidential adviser.
- V. The Conduct Panel convenes to discuss the incident and its recommendations for a response. A member of the Panel is selected to write a report for the Dean, including the established facts of the breach of the Code, any points of uncertainty, and the Panel's recommendations.
- VI. The recommendations may include but are not limited to:
 - Measures that AU could take to prevent a repeat of the incident.
 - Bodies or individuals that the Dean could approach for advice on further action.
 - Advice on communications.
- VII. The report of the Conduct Panel including the recommendations are communicated to the Dean. If the Dean decides not to follow the recommendations of the Conduct Panel, the Dean will inform the Panel in writing with an explanation.

Timeline and reporting

- I If a procedure with a Conduct Panel is initiated, a turnaround time of no more than 20 working days from report of the breach to decision of the Dean is expected.
- II Statistics on cases handled by a Conduct Panel will be included in the SLOs Annual Report alongside the statistics on cases handled through PHADISE.

⁵ Reports of harassment, discrimination, sexual violence/misconduct are not handled through this procedure but through the appropriate PHADISE protocol.

⁶ The Conduct Panel is not a legal entity, and is created primarily with the goal of supporting a consistent and transparent process for handling breaches of the Social Code of Conduct. Any measures recommended by the Panel are recommendations to existing bodies within AU, with no changes made to the limits to duty of care of AU, the UvA and the VU, or in the role of the UvA and VU in addressing issues of sufficient seriousness and complexity as to be escalated. The bodies within AU will follow the recommendations of the Panel unless there are compelling reasons not to do so, in which case the decision-making body will report in writing to the Panel on the decision taken and the reasons why.