

STUDENT INTERNATIONAL BUSINESS COUNCIL

STUDENT LEADER CODE OF CONDUCT AND EXPECTATIONS AGREEMENT

I, \_\_\_\_\_, acknowledge that, being of legal age and a student at the University of Notre Dame du Lac or Saint Mary's College (collectively the "University"), have applied and have been accepted as a project leader to represent the Student International Business Council (the "Activity", "SIBC", "Council"). In consideration of the University's agreement to permit me to participate in the Activity, and the Council's agreement to permit me to represent it as its faithful agent and representative, the receipt and sufficiency of which consideration is hereby acknowledged, I agree as follows:

- 1) I, individually, affirm that, being an enrolled student at the University, acknowledge, understand, and adhere to all Codes of Conduct expected by the aforementioned Party.
- 2) I, individually, affirm that I acknowledge, understand, and will strive to pursue the SIBC Vision ("Peace through Commerce") and its Mission ("To empower students through the ethical advancement of international commerce by developing leadership, entrepreneurial ability, practical management skills, and global interaction").
- 3) I, individually, affirm that I acknowledge and understand the expectations of a project leader in SIBC. I further affirm that I have no questions or concerns relating to what is expected of my professional conduct.
- 4) I, individually, affirm and acknowledge that I have reviewed and understand all aspects of the Council's Alcohol Policy, as expressed in the attached document entitled "Alcohol Policies".
- 5) I, individually, affirm and acknowledge that I have reviewed and understand all aspects of the Council's values, as expressed in the attached document entitled "Statement of Values."
- 6) I, individually, affirm and acknowledge that as a project leader, I am responsible for the group and I will make sure at least one leader is with the group at all times during the travel day
- 7) In signing this Agreement, I hereby acknowledge and represent that I have read this the entire document, that I understand its terms and provisions, and that it is a binding agreement, and that I have signed it knowingly and voluntarily.

Signature \_\_\_\_\_

Printed Name \_\_\_\_\_

Date \_\_\_\_\_

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Student International Business Council  
Peace through Commerce  
Standardization of Procedures

**Title: "Alcohol Policies"**

**Updated: January 30, 2024**

Purpose of these documents:

These materials are to be used as guidelines when preparing to select members of the SIBC for external opportunities, such as internships, special travel, and other such opportunities.

Scope:

All of the following outlined expectations and policies shall be enforced during all SIBC-sanctioned or sponsored events.

Alcohol Policy Goals:

- To specifically outline the Council's stance on alcohol violations
- To prevent all future alcohol-related incidents involving SIBC members during their involvement with SIBC projects, internships, and other events, including, but not limited to, their transportation to and from these events.
- To standardize the repercussions for any potential future violations.

Strategies to Prevent Alcohol Violations

- Explicit Alcohol Policy

O SIBC has zero tolerance for alcohol violations. Students are expected to abide by all University regulations as put forth in the University's Standards of Conduct, as well as local, state, and federal laws.

This includes but is not limited to, the legal consumption of alcohol by those 21 years of age and older, container laws, and the provision of alcohol to underage persons

o Alternative transportation policy

Students are expected to abide by the above policies, regardless of mode of transportation to and from project sites.

- Pre-and Post-Travel Checks

o Before leaving for SIBC-related events and projects, all participants may be searched by a member of the SIBC Board of Directors, the SIBC advisor, or an NDSP officer to ensure that no alcohol is in their possession and that they are not under the influence of alcohol; the vans or buses used for transportation may also be searched.

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o Upon arrival back to campus, all participants may again be searched by a member of the SIBC Board of Directors, the SIBC advisor, or an NDSP officer to ensure that no alcohol is in their possession and that they are not under the influence of alcohol; the vans or buses used for transportation may also be searched.

Emphasis on Project Leader Responsibilities:

o Project leaders are ultimately responsible for the conduct, behavior, and actions of all group members.

o Project leaders will be the primary point of contact with the SIBC Board of Directors and SIBC Advisor in emphasizing and enforcing the Council's strict alcohol policy.

• Internship and External Travel Opportunities Policy

o Besides representing the University professionally, students must follow all laws concerning the possession and consumption of alcohol in foreign countries.

o Students found to have violated such laws or who have not maintained personal conduct standards will meet with the SIBC Advisor and the Board of Directors on a case-by-case basis to discuss appropriate repercussions.

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## Repercussions

- Any student found to be driving any vehicle under the influence of alcohol, regardless of level of intoxication, will face a ban from the SIBC and all related events for the remainder of their time at the University of Notre Dame; this is a **zero-tolerance policy**.

- Project leaders involved in the illegal consumption of alcohol or found to be facilitating the illegal consumption of alcohol will face a ban from the SIBC and all related events for at least the semester following the date of the incident and will be deprived of project leadership and internship opportunities for the remainder of their time at the University of Notre Dame.

- o Project leaders will also meet with the SIBC advisor and the Board of Directors on a case-by-case basis to determine if further disciplinary action is appropriate, regardless of their participation in the consumption.

- Project members involved in the illegal consumption of alcohol or found to be facilitating the illegal consumption of alcohol will face disciplinary action on a case-by-case basis with a minimum of a one-semester suspension from traveling with or leading any SIBC project.

- o Provision of alcohol to minors and open container law violations will constitute a more severe punishment, which will be determined by Student Affairs.

- Project members who are present and do not take part in the illegal consumption of alcohol, but do not make reasonable efforts to prevent or stop violations of SIBC and University policy, will face disciplinary action on a case-by-case basis with a minimum of a one-semester travel ban.

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## STUDENT INTERNATIONAL BUSINESS COUNCIL

### STATEMENT OF VALUES

“I have faith & trust in the young people who manage & carry the SIBC forward.”

- Benefactor Frank A. Potenziani

As an organization, the Student International Business Council of the University of Notre Dame du Lac & Saint Mary's College strives to uphold the highest moral & ethical standards in every aspect of our organization.

When acting in an official capacity of the SIBC, we expect our members to exhibit leadership, responsibility, dedication & professionalism.

In our interactions with Corporate Partners, Schools, University officials & other outside sources, we expect our members to behave in a business-like manner in terms of dress, language & overall behavior.

When traveling in a foreign country, we expect our members to respect & comply with the laws of their host country. While respecting these laws, however, our members should never comport themselves in a manner unbecoming of a citizen of The United States of America, a student at the University of Notre Dame, Saint Mary's College, or Holy Cross College, and a representative of the Student International Business Council.

Failure to comply with the highest moral & ethical behavior on behalf of our members will not go unpunished. Minor offenses will be taken into account when a student attempts to further their SIBC experience. In addition, egregious offenses against the mission of the SIBC will sever the ties between this organization & the offending party. Such actions may also merit the University's disciplinary intervention.

While our members are diverse in background & belief, the members of the Student International Business Council are united in the common cause of moral, ethical & professional behavior. Above all else, we are unified in the belief of our vision: “PEACE THROUGH COMMERCE”.

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