

## Wildlife Dangerous Tree Assessor Program Code of Conduct

### Overview

The WDTC is committed to providing a working and learning environment in which all students, support staff and instructors are treated with respect and dignity. Course participants and instructors have a responsibility to respect the rights of others and to cooperate in creating and maintaining an environment that is free of harassment and discrimination.

### Grounds for Expulsion from a Course

Prohibited conduct that is subject to expulsion from a course, without reimbursement, includes any of the actions of misconduct described below:

- (a) physically aggressive behaviour, assault, harassment, intimidation, threats or coercion;
- (b) conduct that threatens or endangers the health, safety or property of any person;
- (c) conduct that creates conditions that endanger the health, safety, property or well-being of any person;
- (d) engaging in a course of vexatious conduct, harassment or discrimination that is directed at one or more specific persons and that is based on any of the protected grounds under the *BC Human Rights Code*; and
- (e) engaging in unwelcome or persistent conduct that the student knows, or ought to reasonably know, would cause another person to feel demeaned, intimidated or harassed.

In addition, any conduct on the part of a course participant that might reasonably be judged to have an adverse effect on the integrity or the proper functioning of the course, or the health, safety or rights of the course participants and instructor(s), is subject to expulsion from the course without reimbursement.

### Responsibilities of Students

Full attendance and participation is expected of participants (i.e., in-class and field training, homework completion)

- (a) Students who do not attend all aspects of training and/or do not attempt to complete homework assignment(s) may be excluded from taking the course examinations without reimbursement.

Students are expected to provide accurate information, to the best of their knowledge, via the registration process, for the purpose of:

- (a) recording and retaining a record of their standing with the program; and
- (b) establishing they have the necessary prerequisites for a course.

### Grounds for Withholding Results

Students may be denied their proof of completion of courses in the event of non-payment of any portion of the course fees.

## Complaint Procedure

Participants may raise concerns about conduct as follows:

- (a) During the delivery of a course, a student should report concerns to the instructor.
- (b) Concerns involving an instructor or other personnel employed for the delivery of courses should be reported to the WDTA program coordinator at UNBC in the Continuing Studies Department and/or the WDTA via the WDTA coordinator.
- (c) Anonymous feedback may be submitted [here](#).