

Approved by the CUTV Board of Directors, January 16th, 2026
Approved by the CUTV membership at the Annual General Meeting, February 23rd, 2026

Code of Conduct for Members, Volunteers, Staff, and Board Members at CUTV

Concordia University Television (CUTV) is committed to maintaining a safe and inclusive space at all times, and to provide a positive, creative and healthy work environment for its members and staff - free of all types of discrimination, oppression and harassment. CUTV is committed to ensuring all members and staff are treated in accordance with the Quebec Charter of Human Rights and Freedoms, the Canadian Charter of Rights and Freedoms and the Universal Declaration of Human Rights.

1. General Conduct

- a. All members are welcome to access CUTV facilities, resources, and events, who abide by this code of conduct.
- b. All members, staff, directors, and guests of CUTV are expected to treat one another with respect, dignity, fairness, and courtesy during CUTV-related activities and communications.
- c. Use respectful language – abusive, violent, or threatening language will not be tolerated.
- d. No discrimination will be tolerated, including but not limited to racism, sexism, homophobia, transphobia, etc.
- e. No harassment will be tolerated. Harassment means engaging in a course of vexatious comment or conduct that is known, or ought reasonably to be known, to be unwelcome. This includes but is not limited to threats or intimidation, unwelcomed jokes or discriminatory comments, misuse of power, sexual harassment, physical harassment, and violence.
- f. Respect people's personal boundaries and space. This includes avoiding unsolicited and/or repeated virtual communication to a CUTV member, volunteer, staff member, or board member.
- g. Members are expected to represent CUTV in a fair and accurate manner, and clearly distinguish between their own opinion from those of CUTV.

2. Conduct in CUTV Facilities and Events

- a. Treat this as a shared space – no person has the right to interfere with other users' access and peaceful use of the space.
- b. No stealing or intentionally damaging things in the CUTV space.
- c. Respect the opening hours – you must leave when it's closing time! Do not infringe on private events.
- d. Access to CUTV off-hours facilities is only permitted to individuals who are specifically authorized by the staff.
- e. Keep volume to a reasonable level in CUTV facilities – adjust volume to allow other people to work or record.

- f. No drug use at CUTV facilities. Consumption of alcohol on site is only permitted at CUTV-authorized events, based on university policies.
- g. Leave CUTV spaces cleaner than you found it!
- h. If you violate this code of conduct, volunteers or staff can ask you to leave.

3. Disciplinary Action

- A. Repeated or significant violations of the code of conduct will result in being permanently barred from the station, building, and/or events hosted by CUTV elsewhere. Such cases may result in revocation of CUTV membership, as voted on by the Board of Directors.
- B. Incidents of harassment should be reported to a staff or volunteer member on site, or to the CUTV HR committee. Any member may file a grievance against any other member, staff, or director, by submitting a grievance form. This will be investigated by a Grievance Committee formed by the Board of Directors.