

**University of Windsor
Senate**

*5.6.2: **Film Production Student Code of Conduct**

Item for: **Information**

Forwarded by: **Academic Policy Committee**

Rationale/Approvals:

- The proposal has been approved by the Department of Communication Media and Film, and the School of Creative Arts (January 8, 2021). It is submitted to APC and Senate for information.
- *See below.*

BFA Film Production Student Code of Conduct

While it is expected that students will conduct themselves in a collegial, courteous, respectful, and professional manner at all times, this Code of Conduct is an added measure of assurance that takes into account many of the demands unique to film production.

This code is an integral part of the educational experience and helps students develop the methods, standards, and behaviours expected in professional practice. Any student who commits an act of misconduct may be disciplined as per University policy.

For details about this process please refer to the Procedures for Addressing Student Non-Academic Misconduct at: www.uwindsor.ca/policies or <https://lawlibrary.uwindsor.ca/Presto/content/Detail.aspx?ctID=OTdhY2QzODgtNjhYi00ZWY0LTg2OTUtNmU5NjEzY2JkMWYx&rlD=MTE2&inr=VHJ1ZQ==&dc=YWRk&rrtc=VHJ1ZQ==&bckToL=>

1. All students will conduct themselves in a courteous and professional manner and be respectful at all times with colleagues, staff, faculty, and community members.
2. Students will demonstrate zero tolerance for harassment, discrimination, bullying, and violence whether intentional or unintentional.
3. All productions will make best efforts to facilitate gender and diversity representation both on-screen and off.
4. No lewd, lascivious, obscene, hateful, racist, sexist, homophobic, or explicitly violent content may be produced.
5. Smoking, vaping, drugs, or alcoholic beverages are not permitted at any time on any set, location, or in any facility.
6. Students are expected to refrain from conduct that injures persons, animals, or property, or impedes in any way the orderly operations of the school and/or community.
7. Students shall not be forced to conduct work in non-professional environments in which they may feel uncomfortable or at personal risk, such as, but not limited to, private hotel rooms, vehicles, or homes.
8. Cast and crew members shall not be forced to work alone with individuals.
9. Rehearsals and performances involving sensitive or culturally-specific content must be conducted with advance consultation with their course instructor.

10. No simulated criminal activity may take place in public or shared spaces.
11. If a student is required to engage in any form of physical contact - such as, but not limited to, dancers, actors, directors, and choreographers - the contact must be consensual and they must be able to speak out against non-consensual touch.
12. The use of incendiary devices and/or the production of sparks, flames and/or explosions is strictly prohibited.
13. No sexual activity, simulated or otherwise, may be filmed. Sexually suggestive dialogue or behaviour in the context of minors is prohibited.
14. Filming inside of a vehicle in motion is prohibited.
15. The use of weapons of any sort including, but not limited to, replica or toy guns, knives, or other weapons is prohibited.
16. All crew members must be currently enrolled University of Windsor CMAF and/or SoCA students in the same cohort or in a lower academic level as the project's student producer.
17. All collaboration on a project or assignment with persons not in the course must be approved in writing by the faculty supervisor.
18. Unauthorized use of any University equipment or facility (including studios, editing suites, computer rooms, classrooms, faculty and administrative offices) on or off the premises is prohibited.
19. Unauthorized solicitation of funds, goods or services for film production is prohibited.
20. All productions must closely follow University health and safety policies and procedures.
<https://www.uwindsor.ca/humanresources/527/policies-procedures-and-programs-topic>
21. All productions must closely follow the policies and procedures of CMAF and/or SoCA equipment booking and usage.
22. Only officially sanctioned student projects made for course credit may conduct affairs purporting to be under the auspices of the University of Windsor and/or display University logos, work marks, or titles. Versioning or modification of the work for use outside of the academic context for which it was intended will require removal of said University branding.
23. A production plan, including script, shot list, schedule, location survey, call sheets, and crew list must be approved by course instructor before filming.

Failure to comply with this code of conduct will be reported to Department Head or Director for a determination of disciplinary action to student producer and crew members, under the University's academic and non-academic bylaws and policies.