



1 Introduction

Everyone within Cosmos, in the Common Room, and at Cosmos events, including students, staff, and guests, is entitled to fair treatment. This document details the rules that we all have to follow, your rights, and who you can go to when you feel these rights have been violated.

This Code of Conduct is underwritten and enforced by the Board of Cosmos. They serve as an extension of the Cosmos House Rules, and all members of Cosmos are held accountable to this Code of Conduct.

This Code of Conduct is applicable to members of Cosmos during Cosmos (affiliated) events, or in the Common Room.

2 General

1. Anyone present at a Cosmos event, or any member of Cosmos in the Common Room is bound to following this Code of Conduct as an extension of the Cosmos House Rules.
 - a. This applies to all: students, staff, as well as guests.
 - b. This Code of Conduct also applies to Cosmos events outside of TU/e premises.
2. Violations of the Code of Conduct may result in measures as described in [§6](#) to be implemented, including, but not limited to, the termination of Cosmos membership or revocation of access to the Common Room.
3. Any person that finds that the rules outlined in this document are violated has the option to report this using the procedure outlined in [§4](#).

3 Rules

3.1 Other Documents

1. The Cosmos House Rules have to be followed by non-guests at all times during a Cosmos event, or whilst present in the Common Room.
2. The Common Room Regulations have to be followed at all times whilst present in the Common Room.
3. The guidelines in the TU/e's 'gedragscode ongewenst gedrag'¹, and in Fontys's 'interne gedragsregels'² are to be followed.

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https://assets.w3.tue.nl/w/fileadmin/content/werkenbij/Personele%20regelingen/Gedragscode%20ongewenst%20gedrag.pdf?_gl=1*6uu65h*_ga*MjEwMjAyMzIxNS4xNzAwNDg1NTU4*_ga_JN37M497TT*MTcwNjEwNDc5OS4yMS4xLjE3MDYxMDQ4ODcuNDUuMC4w

² <https://www.fontys.nl/Nieuws/Interne-gedragsregels-Fontys-Integriteitscode-27-maart-2020.htm>



- a. The Cosmos Code of Conduct is an implementation of these guidelines and takes precedence over *recommendations* made in the mentioned documents whenever they *recommend* differently.

3.2 Behaviour

1. The possession of (legal) non-medicinal drugs, weapons, or any illegal items is not allowed at both the Common Room, as well as at any activities under this Code of Conduct.
 - a. Alcohol supplied by the event is permitted.
2. Smoking is not allowed, as part of the TU/e ban on smoking. This applies for all activities under this Code of Conduct, except when specific smoking areas have been assigned by the organiser and the event location permits smoking.
3. Abuse of alcohol is prohibited at all times and may result in removal from the premises.

3.3 Harassment, Discrimination, Fair Treatment, Vandalism, and Bullying

1. Undesirable, unsafe³ or illegal behaviour, including but not limited to the list below, will not be tolerated.
 - a. Undesirable behaviour will be identified as such when one indicates to the perpetrator that the exhibited behaviour was undesirable.
 - b. This indication is considered to be the first warning of the perpetrator.
 - c. Examples of undesirable behaviour include:
 - i. (Sexual) Harassment, both verbally as well as non-verbally, including the spreading or possession of (sexual) media of those involved.
 - ii. Aggression, violence and intimidation, both verbally as well as physically.
 - iii. Bullying or the abuse of power, both by organisations as well as persons.
 - iv. Discrimination.
 - v. Boisterous behaviour and vandalism, both with or without damages.
2. As a ground rule: no discrimination of any kind is allowed, including but not limited to discrimination on race, sex, gender, religion, language, age, political affiliation, national origin, sexual orientation and (mental) disabilities.
 - a. Differentiation depending on physical ability may be necessary, when one cannot reasonably partake in the event.

³ Unsafe is defined as causing more risk or injury or harm than is acceptable given the context of a particular event.



3. Organisers are responsible for making sure that any activities organised by them comply with the following rules and are accessible to all persons, whenever possible.
 - a. This includes events organised by the Board of Cosmos, and collaboration events.
 - b. All events should at least be accessible to those speaking English.
 - c. Should an event provide alternative tickets for accessibility reasons, the alternative tickets should reasonably reflect the costs to accommodate for accessibility.
 - d. Whenever an activity includes alcohol use, a suitable non-alcoholic alternative must be provided to participants upon request and no peer pressure to consume alcoholic drinks may be applied on participants.
 - e. Whenever an activity includes food, care must be taken for allergies and for those with specific life choices regarding food consumption by providing/allowing alternatives.
 - i. All events must be at least 50% vegetarian in accordance with TU/e policy.
 - f. Organisers are required to ask attendants beforehand if any special restrictions apply when preparing their events. Organisers cannot be held accountable for not providing/allowing special provisions when no response was received.

4 Rights

1. Any persons held to the Code of Conduct have the right to report violations to the Board of Cosmos.
 - a. You can contact the Board of Cosmos regarding violations via:
 - i. The internal affairs officer:
internal.cosmos@tue.nl
 - b. You may decide to not share (parts of the) information with all or any of the parties involved. All issues will be dealt with confidentially. No actions will be taken if unwanted by the reporter.
 - c. If actions are requested, a committee will be established as described in [§6.1.3](#). The Board of Cosmos will discuss its establishment and proposed member list confidentially.
2. You may, instead or additionally, choose to contact the TU/e confidential counsellor. This counsellor serves as a neutral party, and is thus not involved in any further procedures (e.g. [§6](#)) as outlined in this document, and is bound to handle your case confidentially.
 - a. You can find more information here:
<https://www.tue.nl/en/our-university/about-the-university/integrity/undesirable-behaviour/>
 - b. This also applies to non-TU/e students and staff.
3. All persons under this Code of Conduct are entitled to neutral representation by Cosmos.

4. All persons under this Code of Conduct are entitled to a safe environment during events, and in the Common Room.
 - a. This applies both socially as well as physically.

5 Responsibilities of Cosmos Board Members

1. Board members are held responsible for:
 - a. Behaving in accordance with the Code of Conduct at their (co-)organized activities.
 - b. Making sure their (co-)organized activities do not violate the Code of Conduct.
 - c. Making sure that their association members, including Board members, do not violate the Code of Conduct and taking measures accordingly if and when they do violate the Code of Conduct.
 - d. Making sure that they, and their association members behave in accordance with the Gentlemen's Agreement of the TU/e Introduction Week, upon communication of these rules by CIC.
 - e. Behaving in such a way that is always in agreement with all regulations and norms and values and refrain themselves from statements that bring Cosmos in discredit.
 - f. Acting as transparent as possible, such that there is insight in their actions and motives.
 - g. Handling confidential information carefully and correctly.
 - h. Should appoint or point to a confidential counsellor ('vertrouwenspersoon') which members can contact if they want to talk about sensitive situations in Cosmos or about other businesses around it and make sure that members are aware of the Code of Conduct and their rights.
 - i. Communicate the existence of this Code of Conduct clearly and openly in their main communication, often on the website.

6 Violation Measures

6.1 Measures and Procedure

1. To give a framework to handle violations of this Code of Conduct, a list is provided in Appendix A1 stating the category of the offense, type of the offense and guidelines on how this will be handled.
 - a. Violations may be handled, in order of severity, by the Board of Cosmos, by the committee in [§6.1.3](#), or by the TU/e or Fontys. This depends on the general severity and category of offense.
 - b. Any participant in the violation case, including the victim and the perceived perpetrator may escalate the issue to another party, for



- instance, from the SSA to the committee in [§6.1.3](#), at any time in the process, even if guidelines recommend another party.
- i. [§6.2](#) details this procedure.
2. Measures on violations of the Code of Conduct may be decided upon by the Board of Cosmos depending on the severity of the violation and the perpetrator.
 - a. When deciding on the procedure, the list in Appendix A1 may be used to determine what the best course of action is and to standardize outcomes depending on the type of offense.
 - i. The categories indicated in Appendix A1 may also be used to communicate about the offense publicly or to our partners within the TU/e Community (e.g. FISO, country associations, associations of the Common Room), if the victim allows us to do so and the offense is severe enough.
 - ii. Upon repeat offense, a higher category may be chosen for an offense than indicated by Appendix A1.
 - b. Violations of this Code of Conduct may result in warnings, fines or temporary denial of access or suspension of rights.
 - c. Violations of this Code of Conducts may result in a ban of entrance to any Cosmos events, suspension or termination of membership, or restriction of access to the Common Room after involvement of TU/e Security.
 - i. Additionally, the TU/e Campus Community may be notified of offenses when they are sufficiently severe and if they extend into their fields.
 - d. The Board of Cosmos may additionally decide to charge any damage caused by violations of the Code of Conduct to the perpetrator.
 3. The following procedure is followed if the case is to be handled by the hearing committee (known as the 'Section 6.1.3 Committee'):
 - a. To impose the measures, the claims made by the victim need to be validated on a basic level.
 - i. For some claims, it may be required to report the claim to the police and provide proof of this, before the claim is heard by the committee.
 - b. Both parties will be invited to be heard individually by the committee.
 - c. The committee consists of at least two persons:
 - i. Persons from the Board or Advisory Council of Cosmos; TU/e staff; and/or Board, Advisory Council, or Supervisory Council of FISO may sit in this committee.
 - ii. Persons in the committee may not have any (strong) personal ties to any of the persons involved.
 - iii. Persons from FISO associations observing a similar Code of Conduct, may be asked to sit in to provide a neutral view.



- iv. Any persons proposed for the committee may be veto-ed by any party involved, including the victim and the perpetrator for any reason which need not be stated.
 - v. The committee member list for a case will be determined by the Board of Cosmos and sent to all involved parties.
 - d. If the hearing committee is deemed, by the Board of Cosmos, unable to be formed, e.g. by repeated veto or otherwise, the Board of Cosmos will form the hearing committee.
 - i. The involved parties will be informed of this decision.
 - ii. The involved parties may, within one month after being informed, appeal this decision.
 - iii. The Board of Cosmos calls a GMM immediately after receiving the appeal. This GMM has to be held within one month after the appeal has been received. The involved parties have to be informed about and invited to this GMM by the secretary in writing.
 - iv. The GMM takes no decision in the case of the appeal before the sender of the appeal has had the possibility to argue their case to the GMM.
 - e. The goal of the committee is to understand if the claim is legitimate. For this, they will ask the victim to explain the claims and ask the perpetrator to refute the claims made on a basic level.
 - f. Note that the committee is not the police, and cannot make a judgement on the validity of the contents of the claim itself. They will only estimate the probability of the validity of the claim.
 - g. You may at any time decline questions from the committee, or answer in more general terms.
 - h. If the committee judges it to be sufficiently evident that the claim has legitimacy, it will advise on the measures to be taken to protect the community and the victim. This decision announcing whether a (combination of) measure(s) is (are) imposed and if so which one, shall be substantiated and communicated in writing to the perpetrator and victim within two working weeks after all persons concerned were heard.
 - i. If the victim decides to forgo any measures, no further actions will be taken.
 - i. When the Appendix A1 recommends handling by the TU/e or Fontys, you will be provided with further instructions by those parties. These procedures are detailed by their policies on this matter, which are available publicly⁴.

⁴ See [§3.1](#).



6.2 Objections

1. One can object to imposed measures within two weeks after communication of said measures. If so, they will be dealt with like so:
 - a. If the matter concerns only Cosmos, the case will be brought before a GMM, and the outcome will be voted upon by all other members of Cosmos. This vote is final.
 - b. If the matter concerns any other party, the case will be referred to the TU/e Complaints Council for hearing, following the TU/e procedure for such violations. Decisions of the TU/e are final with regards to the termination of employees, and the termination of access rights to the TU/e properties.
 - c. If one wishes to object after a final decision has been reached, one holds the rights to start a legal case under Dutch law to object to the final decisions.
2. If one can prove, for instance using a court case, or the official marked outcome of a police case, that the claims were illegitimate, the measures will be lifted immediately.

7 Final Provisions

1. This document will be referred to as the "Code of Conduct of Cosmos".
2. These rules, including amendments shall be adopted at a GMM, on behalf of Cosmos and its members.
3. These regulations will take effect on its GMM acceptance date for Cosmos.
4. These regulations will be publicly available on the website of Cosmos.
5. **If violations are actively ongoing, we encourage you to call TU/e Campus Security at 040-247 20 20.**

A1 Appendix 1: Overview of Recommended Measures

These measures only form a recommendation and guideline for the Board of Cosmos and the [Section 6.1.3 Committee](#) to operate. Other measures or different procedural steps may be deemed necessary in specific situations. When a member of the Board of Cosmos is the perceived perpetrator, the [Section 6.1.3. Committee](#) or Cosmos GMM should operate if the Board of Cosmos is expected to operate.

Category I

Offense	Who should handle this?	What measures may be taken or recommended (depending on specific severity)?
Any violation of those rules listed in Section 3.1 and 3.2 .	Respective party that authored the document.	Involvement of TU/e Security Services; temporary denial to Cosmos events and/or to the Common Room.



Unwanted requests of sexual actions, both verbally as well as non-verbally.	Section 6.1.3.	Warning; temporary denial to Cosmos events and/or to the Common Room.
Incidental aggressive or abusive behaviour without injury.	Board of Cosmos.	Warning; temporary denial to Cosmos events and/or to the Common Room.
Incidental aggressive or abusive behaviour with injury.	Section 6.1.3.	Warning; temporary denial to Cosmos events and/or to the Common Room; possible suspension or termination of membership.
Incidental bullying or abuse of power by persons.	Board of Cosmos.	Warning; temporary denial to Cosmos events and/or to the Common Room; possible suspension or termination of membership.
Incidental Discrimination by Persons.	Section 6.1.3.	Warning; temporary denial to Cosmos events and/or to the Common Room; possible suspension or termination of membership.
Incidental Vandalism or Boisterous Behaviour.	Board of Cosmos.	Warning; fines; temporary denial to Cosmos events and/or to the Common Room.

Category II

For Category II, a police report ("aangifte") may be required depending on the specific offense. The handling party will inform you on this after you report the offense.

Offense	Who should handle this?	What measures may be taken or recommended (depending on specific severity)?
Sexual assault ("aanranding").	Section 6.1.3.	Termination of membership; (temporary) denial to Cosmos events and/or to the Common Room.
Unwanted (public) sharing of sexual media.	Section 6.1.3.	Warning; temporary denial to Cosmos events and/or to the Common Room; possible suspension or termination of membership.



Structural aggressive or abusive behaviour without injury.	Section 6.1.3.	Warning; (temporary) denial to Cosmos events and/or to the Common Room; suspension or termination of membership.
Structural bullying or abuse of power by persons.	Section 6.1.3.	Warning; (temporary) denial to Cosmos events and/or to the Common Room; suspension or termination of membership.
Structural Discrimination by Persons.	Section 6.1.3.	Warning; (temporary) denial to Cosmos events and/or to the Common Room; suspension or termination of membership.
Structural Vandalism or Boisterous Behaviour with Damages.	Section 6.1.3.	Warning; fines; (temporary) denial to Cosmos events and/or to the Common Room; possible suspension or termination of membership; replacement or financial compensation for the damages.

Category III

For Category III violations, a police report ("aangifte") is **always** required if the claim regards a person (not an organization) for the violation to be taken into consideration to verify the legitimacy of the claim.

Offense	Who should handle this?	What measures may be taken or recommended (depending on specific severity)?
(Attempted) Rape ("verkrachting").	Section 6.1.3 (or if the committee decides so → TU/e or Fontys).	Termination of membership; denial to Cosmos events and to the Common Room; notification of the TU/e Community and the TU/e of a Category III offense; recommendation to terminate membership to the TU/e Community.
Structural aggressive or abusive behaviour with injury.	TU/e or Fontys.	Measures to be determined by the TU/e or Fontys; termination of membership; denial to Cosmos events and to the Common Room; notification of the TU/e Community and the TU/e of a Category III offense; recommendation to terminate membership to the TU/e Community.