

Sample Accountability Contract
Created by June Nobbe, Leadership Minor

Accountability/Responsibility Contract (20 points total)

10 points = peer review, 10 points = instructor review

You will be representing yourself, the University of Minnesota, and a student of leadership from the United States. Accountability and responsibility are an important aspect of personal leadership. Your actions reflect on the entire group so accountability and responsibility will be emphasized throughout this seminar. Fulfillment of the contract includes participation, accountability and responsibility to your roommate/s and the entire group, and responsible conduct at all times.

Participation means participating fully in all lectures, group discussions, activities, and excursions. Active participation means being awake and engaged during class sessions, visits with community members and guest speakers. Falling asleep during any class session or guest speaker will automatically result in the loss of participation points. Being absent from any aspect of the itinerary for any reason without prior consent from the instructor will result in the loss of at least part of the 20 possible points.

Accountability/responsibility for your roommate/s and the entire group means that you can always account for your roommate/s, and in turn, they can always account for you. You must always let members of the group know where you are at all times. Never leave anyone in the group alone in any setting, especially in pubs and at night, and do not let any group member leave on their own with locals. Like any big city, Belfast is a safe area in general, but there are certain establishments and areas of the city that are not. Our site host will identify these areas. As a visitor, it will be difficult for you to assess the level of safety so you should always venture out with a partner or in a group.

Responsible conduct means that you will be a positive representative.....of yourself, the University of Minnesota, and the U.S. at all times. Expectations include respect and appreciation for:

- The local community
- The hotel/hostel accommodation and staff (custodial, reception, maintenance)
- Our local site hosts
- Bus drivers
- Guest speakers and community organizations
- Noise levels in the Belfast apartments/sleeping areas of the Dublin hostel must be kept to a minimum so it does not disrupt other hotel/hostel guests or residents in the neighborhood

Expectations regarding alcohol include:

- Responsible use
- Respect for anyone who chooses not to drink
- No drinking games
- No large gatherings with alcohol in the Belfast apartment rooms or the sleeping rooms of the Dublin hostel
- Accountability and responsibility for every group member in pubs and any setting where alcohol is present
- Alcohol will not interfere with the priorities of the seminar.

Failure to abide by the expectations outlined in the accountability/responsibility contract, or other related situations that arise could result in the loss of part, or all of the 20 possible points, and could result in your removal from the program.

I have read and understand the expectations outlined in the accountability/responsibility contract:
Signed: _____ Date _____

Sample Accountability Contract

Created by Nate Whittaker, TriO Support Services (adapted from June Nobbe's contract)

South Africa: Tracing the Footsteps of Social Change

Participation / Accountability / Responsibility Contract (20 Points Total)

You will be representing yourself, the University of Minnesota, and a student (of social change) from the United States. Your actions reflect on the entire group so accountability and responsibility will be emphasized throughout this seminar. Fulfillment of the contract includes participation, accountability and responsibility to your roommate/s and the entire group, and responsible conduct at all times.

Participation means participating fully in all lectures, group discussions, activities, and excursions; it also means: students “accept the process” (try new things with a positive approach); prepare for discussion; are engaged; challenge themselves to the best of their ability; on time; positive; thoughtful; reflective; and, work to make the experience for all a positive one. Active participation means being awake and engaged during all class components. Being absent from any aspect of the itinerary for any reason without prior consent from the instructor will result in the loss of points.

Accountability/responsibility for your roommate/s and the entire group means that you can always account for your roommate/s, and in turn, they can always account for you. You must always let members of the group know where you are at all times. Never leave anyone in the group alone in any setting, especially at night, and do not let any group member leave on their own with locals. Like any big city, Cape Town is a safe in some areas, but there are certain establishments and areas of the city that are not. As a visitor, it will be difficult for you to assess the level of safety so should you venture out, it must always be with a partner or in a group.

Responsible conduct means that you will be a positive representative of yourself, the University of Minnesota, and the U.S. at all times. Expectations include respect, appreciation, and hospitality for the local community, guesthouse staff, van drivers, guest speakers, community organizations, and local establishments. This means:

- Being alert, attentive, and respectful during all class periods, circle talks, and for guest speakers.
- Keeping noise levels to a minimum in the guest housing so it does not disrupt other residents in the neighborhood.
- Conducting yourself in a responsible manner in local restaurants, parks, and shops. Be attentive to noise levels when you are in a large group in public places – don’t reinforce the loud, obnoxious U.S. stereotype! South African culture is far more subdued.

Expectations regarding alcohol include:

- **Responsible use**
- **Respect for anyone who chooses not to drink**
- **No drinking games**
- **No large gatherings with alcohol in guest housing**
- **No shots in housing**
- **No drunkenness (loss of body, voice, respectful behavior, loss of consciousness, illness of any kind)**

- **Accountability and responsibility for every group member in any setting where alcohol is present**
- **Alcohol will not interfere with the priorities of the seminar**
- **See below**

Alcohol & Other Drug Policy in Education Abroad

The U of M does not encourage the use of alcohol or condone drinking patterns or behaviors that are detrimental to the health and welfare of the individual, the U of M community, or the community at large. Alcohol may be consumed, but not abused, by students who are of legal age in their host countries (18 years old in South Africa). Students who choose to consume alcohol do so with the knowledge that they remain responsible for their actions at all times. The U of M prohibits the use of alcohol in any of its education abroad activities (during any course activity), prohibits the use of alcohol that is illegal in the host country, and prohibits the distribution of alcohol to students who are not of legal drinking age in their host countries. The U of M will impose serious sanctions against any student who commits an alcohol infraction, including drunkenness or any abuse of alcohol.

University of Minnesota education abroad programs have a zero tolerance policy for purchase, possession, use, or distribution of any drugs considered to be illicit, illegal, or a controlled substance. Any violations will be grounds for dismissal. Students are further cautioned that the possession of drugs is often dealt with harshly by local, host-country law enforcement and neither the University nor the US Embassy can obtain release from jail.

The use of illegal drugs and the abuse of alcohol are seriously detrimental to one's health and well-being. The U of M urges students involved with either to obtain the necessary assistance from medical professionals and counselors. Please contact the University Counseling and Consulting Services on the UMTC campus or the appropriate office on the coordinate campuses for possible treatment and assistance locations providing alcohol detox and drug rehabilitation, as well as the associated counseling.

Sanctions

Sanctions for violation of the Student Conduct Code or other rules or policies enforceable under the Code vary depending on the circumstances. Sanctions may include, but are not limited to, warning, suspension from program related activities, removal from housing, dismissal from program, disciplinary action on U of M record, denial of participation on future education abroad opportunities, and expulsion from the U of M.

Failure to abide by the expectations outlined in the accountability/responsibility contract, or other related situations that arise could result in the loss of part, or all of the 20 possible points, and could result in your removal from the program at your expense.

I have read and understand the expectations outlined in the accountability/responsibility contract:

Signed: _____ Date _____