

LIVING VALUES FRAMEWORK

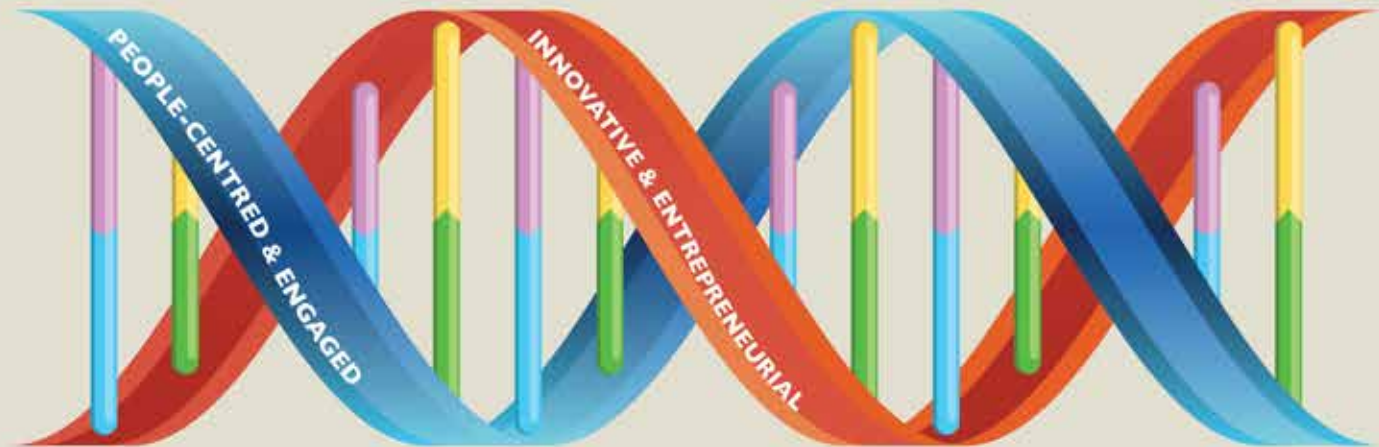
ENVISION2030

CREATIVE. DISTINCTIVE. IMPACTFUL.

Our DUT **Standards**
(professional,moral) that guide our
conduct, activities and goals

VALUES

TRANSPARENCY | HONESTY | INTEGRITY | RESPECT | ACCOUNTABILITY



Our **compass** (propositions
that guide the behaviour/essential
characteristic of our system)

FAIRNESS | PROFESSIONALISM | COMMITMENT | COMAPSSION | EXCELLENCE

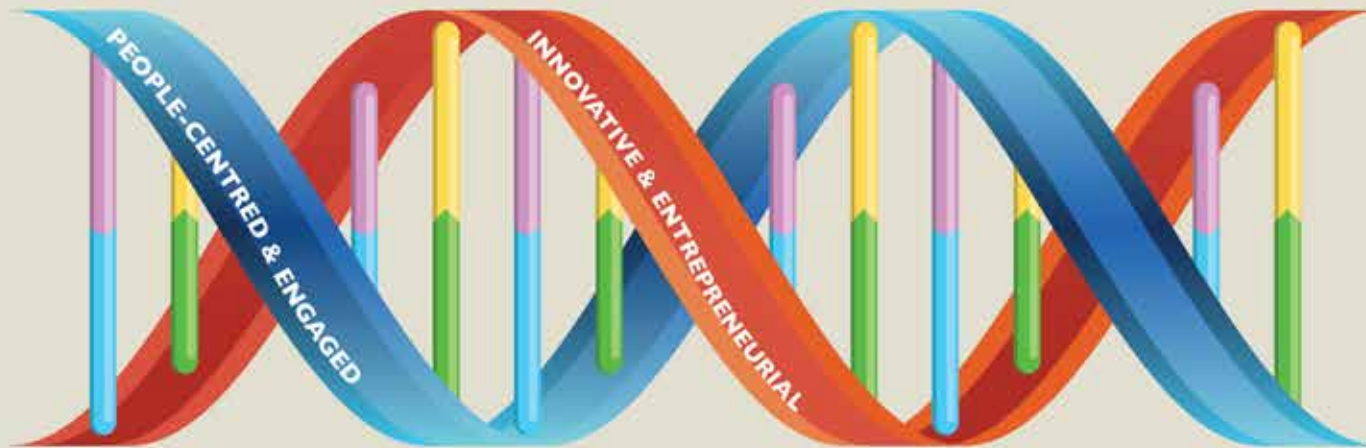
PRINCIPLES

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LIVING THE DUT VALUES & PRINCIPLES

TRANSPARENCY | HONESTY | INTEGRITY | RESPECT | ACCOUNTABILITY



FAIRNESS | PROFESSIONALISM | COMMITMENT | COMPASSION | EXCELLENCE

BEHAVIOURS

DUT AS AN ORGANISATION

WE DO/ WE ARE...

DUT STAFF; STUDENTS; LEADERS/MANAGERS; STRUCTURES/ COMMITTEES

I DO/ I AM...

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TRANSPARENCY



TRANSPARENCY

Means relevant information, actions and decisions are communicated clearly among our people, through the best/most suitable channels, in a timeous, consistent, open and inclusive way.

WE

Live the values using the behaviours listed below

WE

STUDENTS

Live the values using the behaviours listed below

I

STAFF

Live the values and principles using the behaviours listed below

I

MANAGERS/LEADERS

Lead and direct at department /university level using the behaviours listed below

I

STRUCTURES/COMMITTEES

Live the values using the behaviors listed below to carry out the tasks entrusted to us

WE

Keep clear and open lines of sight, action and communication within our teams.

Involve and get input from our people, as relevant before decisions are made

Clearly disseminate relevant information to our people.

Take ownership of my behavior and I am able to explain the rationale behind my actions

Own up to my mistakes

Show consistency between my words and my actions

Provide relevant information and feedback timeously

Share how and why my decisions are made

Engage openly when clarity is sort on my decision making

Respect the right of our people to be fully informed and to be empowered to participate in accordance with the structures of the university in decisions and processes affecting them.

Deliver open and straight forward clear communication, about decisions and operations that ensure that nobody is disempowered or unfairly advantaged.

Invite being challenged if I am not seen to be transparent.

Are guided in our decision-making by the Higher Education sector and University policy frameworks

Ensure evidence-based decision-making, where, the evidence supporting such decisions can be provided when there is call for such evidence.

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HONESTY



Honesty is being sincere, truthful, authentic, straightforward, (forthright) and trustworthy

WE

Live the values using the behaviours listed below

WE

Are courageous enough to speak the truth, without fear of intimidation, victimization, bullying, being judged, and misunderstood

Provide accurate information and evidence.

Give credit where it is due by acknowledging the source of our ideas

STUDENTS

Live the values using the behaviours listed below

I

Follow the University's rules

Am honest with myself and others and lead by example

Desist from academic and all other forms of cheating and undertake to not subscribe to these practices

STAFF

Live the values and principles using the behaviours listed below

I

Am sensitive and respectful in the way I am honest

Never deceive or mislead deliberately or by omission

Eam forthright respectfully when providing constructive feedback

MANAGERS/LEADERS

Lead and direct at department /university level using the behaviours listed below

I

Am honest in my engagements with our people

Hold all employees accountable for transgressions in honesty

Engage in authentic management by being open to hearing the truth from employees

STRUCTURES/COMMITTEES

Live the values using the behaviors listed below to carry out the tasks entrusted to us

WE

Bring issues related to the roles and functions of structures and committees to the table and speak honestly and openly about these

Make decisions with clarity and accuracy to avoid potential for ambiguity and/or perceptions of misrepresentation.

Apply rules of engagement with consistency to mitigate procedural irregularities.

INTEGRITY



WE

Live the values using the behaviours listed below

WE

STUDENTS

Live the values using the behaviours listed below

I

STAFF

Live the values and principles using the behaviours listed below

I

MANAGERS/LEADERS

Lead and direct at department / university level using the behaviours listed below

I

STRUCTURES/COMMITTEES

Live the values using the behaviors listed below to carry out the tasks entrusted to us

WE

INTEGRITY
is doing the right thing by behaving ethically, even when no one is watching, and in the face of pressure.

Do the right thing because we are mindful of the impact of our actions and decisions on our people

Engage in regular self-reflection on the manner in which we are internalizing and upholding our values and principles.

Do not sacrifice values and principles in the face (name) of expediency

Am dependable and reliable in my work, commitments and actions

Do what I believe is right, even if others criticize me

Use and treat all university property with respect

Demonstrate moral courage without disrespecting others beliefs, while holding true to my beliefs and ideals

Uphold all Policies, procedures and Codes of Conduct of DUT

Assertively communicate in a respectful and professional manner; any matters of concern that may affect the integrity of the institution, despite possible criticism from others.

Honor and follow through on my commitments as far as institutional priorities and resources allow/enable

Ensure efficiency, accuracy and reliability in the implementation of all systems, processes, policies and procedures relating to my area of responsibility

Strive to be an exemplar of ethical practice

Am proactive in mediating conflict resolutions should the need arise

Honour and uphold the guiding principles of the committee (and university)

Maintain terms of confidentiality and declare any possible conflicts of interest and handle any that do arise in such a way as to promote accountability and transparency

Read materials in advance of meetings, present opinions, ask questions and make informed recommendations while considering institutional need.

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RESPECT



RESPECT

is recognising and valuing our diversity, identity, feelings, beliefs, aspirations and well-being, as are our contributions, talents and achievements.

WE

Live the values using the behaviours listed below

WE

STUDENTS

Live the values using the behaviours listed below

I

STAFF

Live the values and principles using the behaviours listed below

I

MANAGERS/LEADERS

Lead and direct at department /university level using the behaviours listed below

I

STRUCTURES/COMMITTEES

Live the values using the behaviors listed below to carry out the tasks entrusted to us

WE

recognize and uphold the dignity of our people, our University brand, property and policies

acknowledge our diversity in all its forms

celebrate our contributions, talents and achievements.

refrain from hurling insults and will respect the authority that comes with a particular office of the University

step outside my comfort zone and learn from those who are different than me

show empathy, tolerance and courtesy

recognize my role in contributing fully whilst acknowledging and respecting the contributions of others

freely express who I am and allow others to do the same,

value my role and the context within which I work

treat all our people in a way that champions their dignity

affirm the ideas, contributions and achievements of others

carefully consider opposing points of view before making decisions.

appreciate and accommodate diversity of views, norms and practices and deal decisively with those who are disrespectful


listen and engage by showing a sense of interest and empathy

make contributions that provide for difference, diversity and alternate views

demonstrate courtesy, collegiality, and politeness in our engagement with colleagues

am open to persuasion by acknowledging the inputs and contributions of colleagues

ACCOUNTABILITY

	WE	STUDENTS	STAFF	MANAGERS/LEADERS	STRUCTURES/COMMITTEES
	<p>Live the values using the behaviours listed below</p> <p>WE</p>	<p>Live the values using the behaviours listed below</p> <p>I</p>	<p>Live the values and principles using the behaviours listed below</p> <p>I</p>	<p>Lead and direct at department / university level using the behaviours listed below</p> <p>I</p>	<p>Live the values using the behaviors listed below to carry out the tasks entrusted to us</p> <p>WE</p>
<p>ACCOUNTABILITY is the obligation and willingness to accept responsibility and /or account for our attitudes, actions, inactions, decisions, results or products</p>	discharge our roles and responsibilities to deliver for impact	Am an active learner who fully embraces university life	take responsibility for my personal behavior	set clear expectations by defining my teams' roles and responsibilities	are guided by approved policies and procedures and take collective responsibility to make decisions in the best interests of the university
	take ownership of the outcomes for our actions and decisions		deliver on my commitments by optimizing the utilisation of University resources and time	take ownership of my position in the university and remain responsible to all stakeholders.	proactively and timeously cascade relevant information for implementation of decisions taken at meetings
	undertake to deliver accurate and timeous outcomes	<p>exercise independence in thought and deed and do not submit to peer pressure</p> <p>follow directions and complete work by the set deadline</p> <p>own my failures and learn from them.</p>	<p>take ownership of the consequences of my actions/inactions</p> <p>own my failures and learn from them.</p>	take full responsibility for the results of my (and my team's) choices, actions, inactions, decisions and behaviors, and remedy the situation	ensure that the work and functioning of the committee is consistent with its terms of reference.

FAIRNESS



FAIRNESS
is the use of good judgement in
treating everyone equitably, and
individually.

WE

Live the values using the
behaviours listed below

WE

STUDENTS

Live the values using the
behaviours listed below

I

STAFF

Live the values and
principles using the
behaviours listed below

I

MANAGERS/LEADERS

Lead and direct at department
/university level using the
behaviours listed below

I

STRUCTURES/COMMITTEES

Live the values using the behaviors
listed below to carry out the tasks
entrusted to us

WE

consider the context,
needs, perspectives and
the
consequences for
our people, in our
engagements and
interactions.

work actively and
intentionally to be
impartial,
objective and non-
discriminatory

are unbiased in
recognizing all
contributions towards
achieving a common goal.

treat others equally
without self-interest or
prejudice

speak out against all forms
of discrimination including
gender, race and religious
discrimination

acknowledge my personal
bias and seek ways to
overcome it

consistently adhere
to our policies and
procedures

act in an unbiased
manner, showing
no favouritism or
preference.

consider different
perspectives and points
of view before taking a
decision

practice equity with
information, standards and in
engaging with our people

exercise good judgement in
the treatment of our people

provide opportunities for
feedback by consulting and
seeking out other points of
view

ensure that contributions to
deliberations prior to resolutions,
are equitable (avoiding inadvertent
partiality)

take decisions that are procedurally
fair, consistent and free of bias

take informed evidence-based
decisions

PROFESSIONALISM



PROFESSIONALISM

is the consistent commitment to a diligent work ethic, competence, standards of practise and building considerate relationships and growing our expertise, as embodied in the DUT way.

WE

Live the values using the behaviours listed below

WE

STUDENTS

Live the values using the behaviours listed below

I

STAFF

Live the values and principles using the behaviours listed below

I

MANAGERS/LEADERS

Lead and direct at department /university level using the behaviours listed below

I

STRUCTURES/COMMITTEES

Live the values using the behaviors listed below to carry out the tasks entrusted to us

WE

demonstrate continual competence and mastery of our tasks.

work synergistically collaboratively with our people

take my studies seriously and commit to fulfilling all my academic responsibilities in a timely and competent manner

model good etiquette in the academic environment and uphold the values and principles of DUT

give due effort and energy to carry out any work assigned to me

engage in the continuous process of maintaining and developing my skill set

strive to maintain cordial and collegial interpersonal relationships

practice exemplary behavior through demonstrable commitment and work ethic that contributes to achievement of institutional objectives

schedule individual development of our internal people to ensure that they learn and grow to perform at an exceptional level

fulfil all duties and responsibilities assigned to ensure the effective functioning of the committee/structure

am on time and well prepared for the meetings and make meaningful contributions.

abide by decisions whether in agreement with them or not

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COMMITMENT



COMMITMENT

is enthusiasm, resolve and dedication, to our roles and functions; and our colleagues and students, in the best interests of DUT.

WE

Live the values using the behaviours listed below

WE

STUDENTS

Live the values using the behaviours listed below

I

STAFF

Live the values and principles using the behaviours listed below

I

MANAGERS/LEADERS

Lead and direct at department /university level using the behaviours listed below

I

STRUCTURES/COMMITTEES

Live the values using the behaviors listed below to carry out the tasks entrusted to us

WE

value initiative and are trail blazers and are steadfast in discharging our roles and function

foster strong and mutually beneficial relationships with our people

exercise self-discipline resilience and persistence in the pursuit of ENVISION2030's strategic intent

look for ways to encourage and serve my fellow students

enthusiastically approach my learning by adopting critical thinking to foster curiosity and creativity

strive to engage in dialogue to resolve divergent views amicably

adapt and acclimatize to situations and settings with resolve and dedication

proactively and independently do my best in executing all tasks and responsibilities

am dedicated to DUT and willing to actively participate as a team member by contributing fresh ideas and suggestions

support and promote the development of my team in pursuit of institutional goals

provide a clear sense of focus and help to prioritize and coordinate the actions of those I lead

inspire and unite those I lead through exemplary behavior

participate fully in the meetings by sharing views, raising questions, clarifying points

accept and abide by decisions arrived at by the collective in support of DUT goals

exercise effort beyond the minimum in achieving the committee's mandate.

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COMPASSION



COMPASSION

is a willingness to understand, support and help whilst showing empathy and kindness to Individuals, collective and the University itself – it is what makes us human towards one another and what binds us together; where the wellbeing of the individual, the collective and the University are inextricably intertwined

WE

Live the values using the behaviours listed below

WE

STUDENTS

Live the values using the behaviours listed below

I

STAFF

Live the values and principles using the behaviours listed below

I

MANAGERS/LEADERS

Lead and direct at department /university level using the behaviours listed below

I

STRUCTURES/COMMITTEES

Live the values using the behaviors listed below to carry out the tasks entrusted to us

WE

Work together in supporting one another and the university itself and more so in challenging times

express empathy while applying policies and procedures fairly

create supporting environments by considering the needs of our people in the context of those of the university

are sensitive to and demonstrate care for the sustainability of our University and our planet, whilst protecting the rights of future generations/silent stakeholders

practice authentic listening.

always behave in a caring manner that protects the safety, interests and rights of all in the DUT community and the University.

engage in acts of kindness by reaching out to support my fellow students

engage in active authentic listening and respond with care

exercise emotional intelligence in all my interpersonal interactions

do not misuse any of the University's resources/infrastructure

treat all University resources/infrastructure with respect and care

exercise due care and consideration before I speak, or act

understand the effects of exclusion and encourage a culture of inclusivity

implement policies whilst demonstrating compassion for the general welfare and wellbeing of our people and the University itself

show support, care and fairness in contributing to attainment of the University's strategic intent

care about results, and when those results affect people negatively we will lever mechanisms to minimise those consequences.

provide feedback in a constructive manner

make policies and take decisions that provide for the general welfare and wellbeing of our people

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CREATIVE. DISTINCTIVE. IMPACTFUL.

EXCELLENCE



EXCELLENCE is the consistent dedication to sustained quality improvement, that exceeds expectations, in all that we do and are.

WE	STUDENTS	STAFF	MANAGERS/LEADERS	STRUCTURES/COMMITTEES
Live the values using the behaviours listed below	Live the values using the behaviours listed below	Live the values and principles using the behaviours listed below	Lead and direct at department /university level using the behaviours listed below	Live the values using the behaviors listed below to carry out the tasks entrusted to us
WE	I	I	I	WE
always put our best effort forward, demonstrating our competence and skills in our attempts to perform beyond expectation	uphold a strong work ethic and commit to high standards	am meticulous proactive and go above and beyond/ put my best effort forward in accordance with ENVISION2030	select the right people for the right job, where excellence is the primary requirement	complete our assigned actions within the agreed upon timeframe
have processes and systems in place that values customer services, community and meet the goals and objectives of ENVISION 2030	am willing to learn and to try new things	use my experiences and knowledge to empower each other/ change “I” to “we” as I help my colleagues and create a united, team atmosphere	lead the development of exemplary practices	read and consider all papers carefully in order to contribute to an informed discussion
are proactive and critically reflect on the impact of all our actions, and take active steps to address any shortcomings or deficiencies	am willing to embrace an entrepreneurial mindset	use innovative practices and come up with new ideas in work place to leverage experience of other colleagues to build on existing attributes	inspire others to be excellent by being a positive role model	present logical , fact/evidence based arguments

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