



The University of Vermont

CODE OF CONDUCT AND ETHICAL STANDARDS

SUMMARY
BROCHURE

THE CODE

THIS BROCHURE IS A SUMMARY OF THE UNIVERSITY OF VERMONT'S CODE OF CONDUCT AND ETHICAL STANDARDS. FOR A COPY OF THE FULL CODE, PLEASE VISIT go.uvm.edu/codeofconduct

Code Statement

The University of Vermont is committed to continually strengthening its ethical culture. From the University's motto of "Studiis et Rebus Honestis" (Integrity in Theoretical and Practical Pursuits) to our values stated in "[Our Common Ground](#)", we are all expected to perform our jobs and to conduct business in an ethical and compliant manner. All University personnel have a shared responsibility to the University, to those we serve, to our community and to each other.

Reason for the Code

The Code of Conduct and Ethical Standards ("Code") is a tool to help you comply with legal and regulatory requirements and with University policies and procedures. The Code is designed to help you make ethical choices when and if you are faced with a difficult decision or situation.

Applicability of the Code

The full Code applies to all University of Vermont personnel. Personnel includes, but is not limited to, faculty, staff, volunteers, student employees, and individuals hired or contracted to perform a function that is generally associated with an employment relationship (*i.e.*, temporary employee, student employees). This Code also applies to all those attending a UVM hosted, sponsored or internal event.

What is Wrongdoing?

Real or suspected violations of legal and regulatory requirements (laws, acts, statutes, regulations), policies and procedures, and/or professional standards.

Fraudulent or dishonest conduct resulting in violation of law or University policy.

Compliance Reporting System

The University has established a robust compliance reporting system made up of several reporting mechanisms. For more information on available reporting mechanisms, review the [Whistleblower Policy: Reporting, Protections, & Non-Retaliation](#) policy.

Non-Retaliation

The University prohibits retaliation or retribution for a good faith report, for supporting a person who files a good faith report, or for participating in an investigation of a report. Refer to the [Whistleblower Policy: Reporting, Protections, & Non-Retaliation](#) policy for more information.

Questions related to the daily operational interpretation of the Code or this brochure should be directed to:

Director of Compliance Services and Chief Privacy Officer
Office of Audit, Compliance and Privacy Services
(802) 656-3086

compliance@uvm.edu

The President is the official responsible for the interpretation and administration of the Code.

Principles and Standards

The intent of the code is to communicate the principles and standards that have been identified as most relevant to the University's stated values and to the compliance program recognizing that UVM's policies and procedures extend beyond those identified in this code.

Creating a Respectful Campus Environment

Under state and federal statutes, it is illegal to discriminate based on race, color, national origin, religion, sex, disability, certain Veterans, age, citizenship status and genetic information. The State of Vermont also prohibits discrimination based on sexual orientation, gender identity and related characteristics, place of birth, ancestry, veteran status, HIV status, and discrimination on the basis of age as to persons 18 and older.

Sexual Harassment and Misconduct

The University of Vermont, including its Schools and Colleges, seeks to maintain a safe learning, living, and working environment. To that end, all forms of Sexual Harassment and Sexual Misconduct, which includes, but is not limited to, attempted and completed acts of Sexual Assault, Relationship Violence, Gender-Based Stalking, and Sexual Exploitation, or facilitation thereof, are strictly prohibited and will not be tolerated. The University also prohibits retaliation against an individual for making a good faith report of conduct prohibited under this Policy, as well as individuals providing information, participating in the investigation of any such report, or otherwise being involved in the process of responding to, investigating, or addressing allegations of Sexual Harassment and Misconduct. More information can be found [here](#).

Privacy and Security of Confidential Information

At UVM, we recognize the importance of protecting the privacy and security of confidential information. Some of this information is legally protected. Some of it is sensitive and, for a variety of reasons, needs to be kept confidential. Whether it is legally required or just the right thing to do, the University takes this responsibility very seriously and demonstrates its commitment through its Information Security and Privacy Programs. Everyone has a responsibility to maintain the privacy and security of confidential or sensitive information. Protection of this information can greatly reduce the risk of the misuse of information or a breach.

Freedom of Expression

While our mission is dedicated to free expression and facilitation of the exchange of ideas, we need to balance that with our need to ensure that University endorsement is not improperly attributed and that University resources and facilities are used in a manner consistent with policy and campus safety.

Conflicts of Interest and Conflicts of Commitment

If you, or a member of your immediate family, has (or could have) a personal or financial interest that affects independent judgment as it relates to University duties OR it could result in personal gain or advancement at the expense of the University, you may have a conflict of interest. If you engage in external activities that significantly interfere with your ability to perform your UVM duties or are reasonably expected to interfere with your ability to perform your UVM duties, you may have a conflict of commitment. In both cases, the agreement, arrangement or activity could be prohibited.

Protecting University Assets and Appropriate Use of University Resources

Everyone has a responsibility to make sure that University resources are not wasted or used inappropriately. Stealing, committing fraud, bribing, and providing kickbacks are all examples of inappropriate use of University resources and are all violations of the law, University policy and the Code. We must all do our part to protect University resources.

Research

The University of Vermont is committed to fostering an environment in which the highest ethical standards in the conduct of research are followed. The primary responsibility for maintaining such standards of honesty in the pursuit and dissemination of knowledge rests with the faculty, their collaborating staff members, and students. An individual engaged in research is prohibited from engaging in Research Misconduct.

Creating a Safe and Healthy Campus

A safe and healthy campus refers to both environmental safety (i.e., buildings, grounds) and personal safety. When it comes to a safe and healthy campus, we are equally responsible for how we behave as well as how we treat others. If you ever feel unsafe or if you see or hear about unsafe conditions on campus or in your workplace or on campus, let someone know. Contact anyone listed under the resources section of the [Code](#). If you ever feel that you are in immediate danger, call 911.