



Title of Policy:	Code of Conduct
Policy No. #	1.0003
Type of Policy:	Governance
Effective Date:	October 1, 2020
Last Revised:	New
Policy Owner:	Board of Trustees
Policy Contact:	Executive Committee

I. Reason for Policy

The purpose of the Code of Conduct is to establish patterns of behavior so that educational and business operations are conducted ethically, professionally, lawfully, in good faith and in the best interest of the University. The Code of Conduct establishes a Standard of Excellence in behavior that protects the reputation of the University and places sound character and judgment among our chief values so that we may be an educational institution worthy of the trust of the public (e.g., donors, parents, students, alumni, etc.) under all circumstances. The Code of Conduct is an accountability measure that requires the entire University community to abide by all University policies and directives and local, state and federal regulations and laws. Failure to comply with the Code of Conduct may result in disciplinary action, up to and including termination.

II. Policy Statement

Florida Memorial University is committed to the highest ethical standards and integrity when conducting business for Florida Memorial University, whether in business, academics, research, or any other University related activities. The University expects all community members to act with integrity at all times so that the internal and external reputation of the University is sound and unassailable. All University employees shall adhere to the five strategic principles of excellence: Student Success, Operational Excellence, Financial Solvency, Academic Excellence and Relationship Development. The University reserves the right to enforce these standards for the sake of University, professionalism and preservation of its reputation.

III. Scope

The Code of Conduct covers all members of the Florida Memorial University community.

IV. Definitions

Term	Definition
Value Statement	FMU is committed to: Leadership: Cultivating the drive to initiate and sustain change for the good of our campus, our community, and the world. Character: Embodying the values of fairness, transparency, compassion, respect, integrity, honesty, respect for diversity, and a commitment to equality in everything we undertake.

	<p>Service: Sharing our academic and human capital as social, educational, and economic resources for the betterment of our campus and our community.</p> <p>Scholarship: Promoting excellence in teaching and learning through the identification and retention of quality faculty, staff, and students, who are all engaged in vigorous intellectual exchange as a part of high-quality and competitive educational programs.</p> <p>Accountability: Taking responsibility for our actions, collectively as well as individually, and delivering products and services that are of high-caliber and responsive to the needs of our community members.</p>
Reporting	<p>In good faith, members of the University community are expected to report non-compliance or violations of the Code of Conduct – whether a violation of University policy or federal and state regulations or laws. Reports may be made to the Office of Human Resources or anonymously through the Campus Conduct Hotline Electronic Reporting Web Portal.</p>

V. Responsibilities

Every University community member is responsible for adhering to and reporting violations of this policy.

VI. Enforcement

It is the responsibility of University administrators to oversee enforcement of this policy for all administrators, faculty and staff within their respective area. When violations occur, there should be a written record of all actions taken, including matters of discipline per the Faculty or Employee Handbooks. Any employee who violates this policy will be subject to disciplinary action that may result in warning, probation, suspension or separation from the University.

Approved:

Signature	Title	Date
<i>William McCormick</i>	<i>Chairman, FHU BOT</i>	<i>10/29/20</i>