

## Uva Wellassa University

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| <b>Policy name:</b>                   | Policy on Code of Conduct for Academic Staff                                             |
| <b>Policy number:</b>                 | UWU-P-026                                                                                |
| <b>Date of Approval:</b>              | 28.02.2025                                                                               |
| <b>Supersedes:</b>                    |                                                                                          |
| <b>Approving Authority:</b>           | The Council, Uva Wellassa University                                                     |
| <b>Administrative Responsibility:</b> | All Officers of the University, Directors of<br>Centers, and All Administrative Officers |
| <b>Monitoring responsibility:</b>     | The Council, Uva Wellassa University                                                     |

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### Preamble

This policy establishes the Code of Conduct for academic staff at Uva Wellassa University (UWU). It outlines the professional and ethical standards expected of all academic staff to ensure the highest levels of integrity, respect, and academic excellence. The policy is designed to foster a positive academic environment, promote ethical behavior, and ensure the well-being of students, staff, and the broader university community.

### 1. Scope and Application

- **1.1 Scope:**  
This policy applies to all academic staff members at Uva Wellassa University, including full-time, part-time, temporary, and visiting faculty members.
- **1.2 Application:**  
The policy is relevant to all academic activities, including teaching, research, administration, and public engagement. All academic staff are required to familiarize themselves with this policy and adhere to its provisions in their professional conduct.

### 2. Professional Integrity

- **Commitment to Excellence:** Academic staff shall strive for excellence in teaching, research, and service, continually updating their knowledge and skills to provide the highest quality education and contribute to the academic community.
- **Honesty and Transparency:** All activities, including research, publication, and administration, shall be conducted with honesty, ensuring transparency in processes and outcomes.
- **Avoidance of Misconduct:** Staff shall refrain from any form of academic misconduct, including plagiarism, falsification of data, or any unethical behavior that undermines the credibility of the academic community.

### 3. Teaching and Student Relations

- **Student-Centered Approach:** Academic staff shall prioritize the educational needs of students, ensuring fair treatment, respect, and encouragement to achieve their academic potential.
- **Fair Assessment:** Staff shall provide a fair, consistent, and transparent assessment of student performance, avoiding any form of favoritism or bias.
- **Confidentiality:** Personal and academic information of students shall be treated with strict confidentiality, shared only with authorized personnel when necessary.

### 4. Research and Scholarly Activity

- **Ethical Research Practices:** All research activities shall adhere to ethical standards, including obtaining necessary approvals, ensuring the welfare of participants, and reporting results accurately and without manipulation.
- **Intellectual Property:** Staff shall respect intellectual property rights, acknowledging the contributions of others and safeguarding the university's and colleagues' intellectual assets.
- **Collaboration and Sharing:** Collaboration in research is encouraged, but it shall be conducted with mutual respect and clarity in terms of roles, responsibilities, and recognition of contributions.

### 5. Professional Conduct and Relationships

- **Collegiality:** Academic staff shall foster a collaborative and supportive work environment, respecting the diversity of opinions, cultures, and academic disciplines.
- **Conflict of Interest:** Staff shall avoid situations where personal interests could conflict with their professional responsibilities, and they shall disclose any potential conflicts of interest.
- **Respect for Others:** Staff should demonstrate respect for all colleagues, students, and university stakeholders, avoiding discriminatory practices and promoting an inclusive environment.

### 6. Responsibilities to the University

- **Compliance with University Policies:** Staff shall comply with all UWU policies, procedures, and regulations, contributing positively to the university's mission and values.
- **Engagement in Governance:** Academic staff are encouraged to participate in university governance, contributing to the development and implementation of policies that enhance the academic and administrative functions of the institution.
- **Use of University Resources:** University resources, including facilities, equipment, and funds, shall be used responsibly and solely for legitimate university-related activities.

## 7. Community Engagement and Public Interaction

- **Public Representation:** When representing the university in public forums, academic staff should uphold the university's reputation, providing accurate and balanced perspectives that reflect the values and mission of UWU.
- **Community Involvement:** Staff are encouraged to engage with the wider community, using their expertise to contribute to public discourse, policy development, and community service.
- **Professionalism in Media:** When engaging with the media, staff should maintain professionalism, ensuring that their statements are informed, respectful, and aligned with the university's policies and values.

## 8. Personal and Professional Development

- **Continuous Learning:** Academic staff are expected to engage in lifelong learning, pursuing opportunities for professional development to enhance their teaching, research, and leadership skills.
- **Mentorship:** Senior academic staff should mentor junior colleagues, fostering a culture of professional growth and knowledge sharing within the university.

## 9. Compliance and Enforcement

- **9.1 Compliance:**  
All academic staff are required to comply with this Code of Conduct. Non-compliance may result in disciplinary action, as outlined in the university's disciplinary procedures.
- **9.2 Reporting Misconduct:**  
Any member of the university community may report suspected breaches of this Code of Conduct. Reports should be made to the relevant department head or to the university's ethics committee.
- **9.3 Disciplinary Action:**  
Breaches of this policy will be addressed through the university's established disciplinary procedures. Actions may include warnings, suspension, or termination of employment, depending on the severity of the breach.

## 10. Review and Amendments

- **6.1 Review:**  
This policy shall be reviewed every five years or as needed to ensure its relevance and effectiveness. The review process will involve consultation with academic staff, students, and other stakeholders.
- **6.2 Amendments:**  
Any amendments to this policy will be approved by the University Council and communicated to all academic staff in a timely manner.

**\_END\_**