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From: University Human Resources <univhr-admin@uiowa.edu>
Sent: Monday, March 1, 2021 9:12AM
To: All UI Staff
Subject: Annual Policy Notification on Ethics and Responsibilities for Staff



Annual Policy Notification

FROM: Cheryl Reardon, Chief Human Resources Officer and Associate Vice President

TO: All University of Iowa Staff

SUBJECT: Annual Policy Notification on Ethics and Responsibilities for Staff

DATE: March 1, 2021

All staff at the University of Iowa are expected to meet the standards of conduct described in the university's Ethics and Responsibility policy. The policy defines a work culture that supports the quality of work-life within the university community, advances the university's mission, and is consistent with the university's core values of excellence, learning, community, diversity, integrity, respect, and responsibility, as well as the university's commitment to academic freedom and free speech.

Included in the standards of the Ethics and Responsibility policy are the following:

- Staff will be fair and treat equitably all members of the university community.
- Staff will treat members of the university community with dignity and respect.

- Staff will conscientiously and professionally fulfill their assigned responsibilities relative to faculty, students, colleagues, customers, and clients.
- Staff will be good stewards of university resources and exercise fairness, integrity, and respect in their use.

Please note that colleges, divisions, or departments of the university may establish specific expectations or training/compliance requirements in accordance with the policy. For example, some departments, including University Human Resources, require annual ethics training.

In addition, the expectations of the Ethics and Responsibilities policy may be supplemented by work rules or additional performance expectations. For example, the policy references the Regents Code of Business and Fiduciary Conduct and the UI Financial Misconduct Report System: EthicsPoint, among other related policies.

After reviewing this policy, if you have any questions or concerns, please contact your supervisor or local HR representative. The name of your local HR representative is available in Employee Self Service under My Self Service.

To review the full policy please see the Operations Manual:

[**Ethics and Responsibilities Policy**](#)→

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