Policy Contents

- Policy
- Revision History*

Policy Information

Effective Date:
January 4, 1971

Last Revised Date:
March, 2016

Policy Number:
UHAP 7.01

Responsible Unit:
Division of Human Resources

Phone:
(520) 621-3660

Email:
hradmin@email.arizona.edu [1]

Policy

The following "Statement on Professional Conduct" was adopted by the Faculty Senate on January 4, 1971. Although the statement refers most often to faculty members, its principles also apply to administrative and professional personnel.

Membership in the academic community imposes on students, faculty members, administrators, and regents an obligation to respect the dignity of others, to acknowledge their right to express differing opinions, and to foster and defend intellectual honesty, freedom of inquiry and instruction, and free expression on and off the campus.

As teachers, faculty members encourage the free pursuit of learning in students; hold before them as best they can the scholarly standards of the discipline; demonstrate respect for the student as an individual; adhere to the proper role as intellectual guide and advisor; make every reasonable effort to foster honest academic conduct and assure that the evaluation of students reflects their true merit; and respect the confidential nature of the relationship between faculty member and student.

The faculty, guided by a deep conviction of the worth and dignity of the advancement of knowledge, recognize the special responsibilities placed upon them. The faculty's primary responsibility to their subject is to seek and state the truth as they see it. To this end, the faculty devote their energies to developing and improving scholarly competence. The faculty member accepts the obligations to
exercise critical self-discipline and judgment in using, extending, and transmitting knowledge; and practices intellectual honesty.

As members of the broader community, the faculty have the rights and obligations of any citizen. Faculty members measure the urgency of these obligations in the light of their responsibilities to the subject, to students, to the profession, and to the institution. When the faculty speak or act as private persons, they avoid creating the impression of speaking or acting for the college or University.

In order to accomplish these goals, faculty members assume certain specific responsibilities:

1. To conduct each course they have been employed to teach in general conformity with the content, format, and official description of such course as established by the faculties and approved by the President and Board of Regents.
2. To meet and conduct classes at all regularly scheduled times and places. The President or a duly appointed representative may authorize a member of the faculty to be absent from classes or to reschedule the work for reasons of health or when in the best interests of the University.
3. To notify as promptly as possible the head of the department whenever emergencies such as illness or accident prevent meeting a scheduled class so that a replacement may be arranged.
4. To be engaged in undergraduate education and the education of graduate and professional students, as appropriate to the mission of each College and/or unit.
5. To establish individual relationships with undergraduate, graduate and professional students in the role of mentor and advisor, as appropriate to the mission of each College and/or unit.
6. To be committed to discharging their duties and responsibilities primarily on the campus of the University and at other such sites as appropriate to the mission of each College and/or unit.

In addition to fulfilling the responsibilities listed in the above "Statement," faculty members are expected to support students in the following ways:

- By beginning and terminating classes at the scheduled times;
- By posting and keeping a schedule of office hours during which they are available to students in person and/or online;
- By responding to in-person and/or online student inquiries and comments in a timely manner;
- By providing feedback and assessment on projects, assignments, quizzes, and exams in a timely manner;
- By advising or mentoring students, per college/department policy.

They are encouraged to support students:

- By attending commencement exercises (in academic dress);
- By serving as advisors to student honorary and professional societies, and other student organizations and clubs.

**Revision History***

Revisions approved by Faculty Senate, 3/7/16, effective Summer/Fall 2016

**Source URL:** http://policy.arizona.edu/employmenthuman-resources/statement-professional-conduct

**Links**