

University Handbook for Appointed Professionals 7.01 Professional Conduct

7.01.01 Statement on Professional Conduct

We value our vibrant and diverse academic community. As members of that community we are all obligated to respect the dignity of others, to acknowledge their right to express differing opinions, and to foster and defend intellectual honesty, free expression, and academic freedom of inquiry. We recognize that differing experiences and perspectives are vital to learning and innovation. We also recognize that exposure to different experiences and perspectives is essential to preparing students to live, work, and lead in a complex and evolving world.

We share the belief that freedom of inquiry is a reciprocal process that respects the rights of other. We are committed to ensuring that our University is a welcoming environment for all. This commitment is a fundamental part of our equal opportunity, non-discrimination, and anti-harassment policies. As detailed in these policies, we do not tolerate bullying, harassing, or intimidating behaviors that undermine others' ability to work, study, and collaborate in a safe and supportive environment.

7.01.02 Academic Freedom and Freedom of Speech

Learning requires concentrated attention and happens best in environments where a wide range of perspectives are welcome and unnecessary stress and intimidation are avoided. Such environments create spaces where diverse views and sources of knowledge can be freely considered. Allowing space for opposing views is central to academic inquiry, and that responsibility rests with all of us.

Academic freedom, which is essential to the advancement of knowledge, is rooted in and regulated by the norms of the disciplinary communities within which the faculty are credentialed. In research, this means we are free to pursue areas of inquiry, wherever they may lead. In education, it means the freedom to teach from our disciplines, and the freedom of our students to engage within the parameters of the discipline openly and fully. Academic freedom also allows us to comment on University or unit governance without fear of retribution. [ARS §15-1601\(B\)](#) and our [Guidelines for Shared Governance: Memorandum of Understanding entered into by the Faculty and the Administration of the University of Arizona](#) describe the statutory and mutually agreed upon role of faculty in the governance of the University.

While academic freedom governs the pursuit of knowledge in the classroom and in our individual fields of study, freedom of speech applies elsewhere on campus and throughout the public sphere, as guaranteed by the First Amendment to the Constitution. As private citizens, faculty, students, and staff may invoke their freedom of speech, subject to UHAP 2.10, [ABOR 6-905 Political Activity](#), and [ARS § 15-1633](#)

As faculty and academic professionals, we bear special responsibilities to contribute to informed deliberations on academic issues. Our primary responsibility to our academic discipline and to our society is to seek and state the truth based on available evidence. Guided by recognition of the value of evidence-based inquiry to our community and an informed citizenry, we recognize our shared obligation to exercise critical judgment and self-discipline in using, extending, and transmitting knowledge. To this end, we devote our energies to developing and improving critical thinking and scholarly rigor through teaching, research, and engagement with the University's broader constituencies.

7.01.03 Teaching Responsibilities

Quality teaching inspires student curiosity and reinforces students' belief in their ability to make a difference in a diverse world. Quality teaching and effective learning require commitments by faculty and students alike, creating and sustaining inquisitive and inclusive learning environments. As faculty and academic professionals, we are expected to contribute to quality teaching and learning in our classrooms as well as in our laboratories, seminar rooms, offices, and other settings outside the University. The University has an obligation to support and encourage high-quality teaching and to assess it rigorously.

To accomplish these goals, we assume specific responsibilities as faculty members. We commit

1. To conduct our classes in general conformity with the content, format, and official description as established by the faculty and approved by the President and Board of Regents;
2. To conduct classes at all regularly scheduled times and places as set out in the syllabus, and to promptly notify students and the head of the department whenever emergencies prevent meeting a scheduled class. We notify duly appointed supervisors to authorize our absence from classes or reschedule work for reasons of health or compelling University needs;

3. To establish individual mentoring relationships with our undergraduate, graduate and professional students, as appropriate to the mission of each College and/or unit;
4. To reflect on and make use of feedback about our teaching from our students and peers, using it to improve how we approach teaching and learning;
5. To share our teaching experiences and serve as mentors for other members of the University community; and
6. To be present and committed to discharging our 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 these responsibilities, we recognize that we are expected to support students in other ways:

- By beginning and terminating our classes at the scheduled times;
- By posting and keeping a schedule of our office hours to be accessible 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 timely feedback and assessment on our projects, assignments, quizzes, and exams;
- By responding to student and peer feedback to improve our teaching effectiveness;
- By adopting textbooks or other required course materials in a timely fashion to minimize costs to students; and
- By disclosing and minimizing conflicts of interest when we assign course materials for which we might receive royalties.

We also recognize the responsibility to support our students when possible

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

7.01.04 Responsibilities with Research, Scholarship and Creative Activities

High-quality scholarship changes how we think, act, and view our diverse world. As scholars, artists, and researchers, we create new knowledge that challenges others to reconsider what they think and how they think. Our academic work provides critical building blocks for shaping our relationship with the environment around us, forging connections with people and communities, and making this world a better place. The University community recognizes that high quality scholarly and creative work takes many forms, including theoretical and applied research and creative expression in various modalities, public performances, and original design.

We accept the responsibility to conduct our research, scholarship, and creative activities in a responsible and ethical way to maintain public trust in the University's research, teaching, and outreach mission. The ethical issues that arise in creative expression, research, and scholarship are addressed by the University's Research Integrity Office. Responsible scholarly inquiry and artistic expression include the provision of access and support to those with disabilities and requires that we create a safe and supportive work environment that does not discriminate on any basis. As part of our work as scholars, researchers, and artists, we accept the responsibility to acquire training about research integrity and research misconduct policy, conflict of commitment, conflict of interest, and plagiarism. Further, as members of the UA community we uphold the University policies on safety and our obligation to report sexual harassment and hostile work environments.

7.01.05 Service and Outreach Responsibilities

In addition to pursuing the highest quality of scholarship and providing students with opportunities to engage in scholarship in a fair and ethical manner, we have a special obligation as faculty and academic professionals to engage in activities that benefit the local, regional, and global community. Engagement with these various communities is vital to the University's land-grant mission. Responsible and respectful collaborations on University committees are part of this obligation because they are central to the effectiveness of our University.

As part of our community engagement, we accept the responsibility to

1. Maintain professional conduct while on University business and serving as a university representative;
2. Make it clear that we do not represent the University when making public statements in person, or in print, including on social media platforms. We have a right to refer to our University affiliation to establish our disciplinary expertise, but we understand that there is a difference between identifying our affiliation to the UA and claiming to represent it.
3. Not use University resources, time, or venues to create and circulate political statements;
4. Not use University logo or branding to imply that private activities are UA sanctioned; and
5. Avoid other misuses of University assets.