

OLD DOMINION UNIVERSITY
University Policies and Procedures

1002 - CODE OF ETHICS

Statement: Old Dominion University recognizes its duty to uphold the public's trust and confidence, not only in following laws and regulations but in following high standards of ethical behavior. As members of the Old Dominion University community, we are all responsible for maintaining the highest ethical standards and principles of integrity. The University Code of Ethics was developed as a set of values-based statements that demonstrate our commitment to this goal. This Code of Ethics forms a broad framework for conducting the University's affairs in an ethical manner.

Old Dominion University
Code of Ethics

1. We are responsible for maintaining the highest level of ethical standards, and for complying with all applicable laws, regulations and University policies.
2. We will promote the integrity of all University business and transactions by avoiding engagement in actions (directly or indirectly) that are inconsistent with the State and Local Government Conflict of Interests Act or Virginia Public Procurement Act. We will avoid even the appearance of a conflict of interest, since the appearance of influence can be as important as its reality.
3. We will adopt policies and programs in accordance with affirmative action and the Commonwealth's EEO policy, supporting the rights and recognizing the needs of all citizens regardless of gender, race, color, religion, national origin, age, disability, veteran status, sexual orientation, or political affiliation.
4. We will maintain the confidentiality and security of information entrusted to us by the University or its customers, except when disclosure is authorized or legally mandated.
5. We will not use University funds, property, equipment, or services, or things of value for or in aid of political parties or candidates for public office.
6. We will not use University funds, property, equipment, services, systems, information, time and effort or our position for personal gain. We will protect the University's assets and resources and ensure their proper use by preventing theft, carelessness and waste and promoting efficient, effective and economical means of accomplishing tasks.
7. We will adhere to the principle that the public's business should be conducted in the public view by observing and following the letter and spirit of the Virginia Freedom of Information Act.

8. We will adhere to good health and safety practices and comply with all environmental health and safety laws and regulations.
9. We will comply with accepted accounting rules and controls at all times. We will not make any false or misleading entries in the University's records for any reason whatsoever.
10. We will strive for excellence in the performance of our duties, mindful of cost and appropriate authorization.
11. We will nurture a climate of care, concern, and civility towards others.
12. We will report through appropriate means and channels any dishonesty, fraud, misconduct, violations or neglect of duty, when discovered. We will appropriately investigate all such reports and require warranted corrective action and discipline, in accordance with University policies and procedures and the law.

Responsibility: President

Authorization: Roseann Runte, President

Effective Date: January 1, 2007