



## TEXAS TECH UNIVERSITY

### Operating Policy and Procedure

#### **OP 32.04: Conduct of University Faculty**

**DATE:** August 29, 2023

**PURPOSE:** The purpose of this Operating Policy/Procedure (OP) is to set forth the university policy regarding the conduct of university faculty.

**REVIEW:** This OP will be reviewed in May of even-numbered years by the Vice Provost for Faculty Success with substantive revisions presented to the Provost and Senior Vice President for Academic Affairs (PSVPAA) by June 15.

#### **POLICY/PROCEDURE**

1. Colleges and universities that are tax-supported must function in accordance with the public trust, and the actions by faculty, staff, and students within them must be consistent with the execution of that trust. *\*In accordance with Section 03.02.1, Regents' Rules*
2. The following offenses are hereby defined to exemplify and define actions that are in breach of that trust: *\*In accordance with Section 03.02.1, Regents' Rules*
  - a. Academic dishonesty such as giving or receiving aid on a test, examination, quiz, or other academic assignment;
  - b. Plagiarism;
  - c. Forgery, alteration, or unauthorized use of university documents, records, or identification materials;
  - d. Knowingly furnishing false information to the university;
  - e. The use of force or violence or other methods of obstructing the functions of the university, which include teaching, research, administration, public service, presentations by guest lecturers and speakers, and other authorized activities;
  - f. Physical abuse of any person on university-owned or controlled property or at university-sponsored or supervised functions or conduct that threatens or endangers the health or safety of any such person;
  - g. Theft of or damage to the tangible property of the university or of a member of the university community or campus visitor;
  - h. Unauthorized entry to or use of university facilities;

- i. Unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance, or any substance the possession or distribution of which is regulated by federal or Texas law, except where the manufacture, distribution, dispensing, possession, or use are in accordance with the laws of each;
  - j. Lewd, indecent, or obscene conduct on university-owned or controlled property or at a university-sponsored or supervised function;
  - k. Failure to comply with the lawful directions of university officials where such directions are issued in the performance of their duties; and/or
  - l. Violation of other promulgated university policies or rules.
3. Each faculty, staff, and/or student employee is required to notify the university of any criminal drug conviction no later than five days after such conviction. **\*In accordance with Section 03.02.2, Regents' Rules**
  4. Adjudication of a violation of the standards established in this policy will result in the assessment of a penalty ranging from an oral reprimand to separation from the university. **\*In accordance with Section 03.02.3, Regents' Rules**
  5. Each employee of the university shall be required to abide by the terms of this policy as a condition of employment.
  6. Violations in any of the above areas should immediately be brought to the attention of the chairperson to whom the individual is responsible, the dean of the college, and the PSVP. The appropriate administrator will then, along with the individual reporting the complaint, make a joint decision of how or if the matter should be pursued further. The next superior level of administrator will be fully informed of the allegation and the results of any further inquiry or required action.