The mission of the University of Maryland is to offer a world-class education to our students, train future leaders of our country, expand and advance research and knowledge, and serve our community and society both at home and abroad. In pursuing this mission, and to ensure the continued excellence of the University and its reputation, all University employees—administrators, faculty, and staff—need to understand and uphold the highest of ethical standards and legal requirements. Not only is this pursuit consistent with sound business practices, it is also a significant component within our system of shared governance.

The following UMD Principles of Ethical and Responsible Conduct articulate the basic expectations that should guide each of us in our work at the University. These UMD Principles are embedded within many policies and practices identified throughout University handbooks, manuals, and websites and as described in collective bargaining agreements. To be clear, the Principles enumerated here are not new and do not replace or create additional requirements.

The UMD Principles are not intended to be a comprehensive catalogue of all applicable rules and policies of the University. However, we have endeavored to distill these policies, rules, and guidelines for easy review and access. In all, these Principles set forth the underlying expectation that University activities are conducted with the highest standard of integrity and ethics.

Please read the UMD Principles of Ethical and Responsible Conduct closely and familiarize yourself with both the expectations and the resources provided, and then visit [www.ResponsibleConduct.umd.edu](http://www.ResponsibleConduct.umd.edu) to view the supporting policies and guidelines.

Questions or Comments?
principles@umd.edu
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www.ResponsibleConduct.umd.edu
PRINCIPLES OF ETHICAL AND RESPONSIBLE CONDUCT

1 Respect for Others
   The University recognizes that people are its most important resource. We are committed to a living, working, and scholarly environment that fosters academic freedom, diversity, and respect for one another. The University does not tolerate conduct that constitutes harassment or discrimination based on protected classifications, such as race, age, sex, color, sexual orientation, gender identity or expression, physical or mental disability, religion, ancestry or national origin, marital status, genetic information, or political affiliation.

2 Equal Opportunity
   The University is committed to equal opportunity in education and employment. The University is a place in which all people should feel welcome to learn, think critically, and inquire freely. We are committed to the principle that no person shall be illegally excluded from participation in, denied the benefits of, or be subjected to discrimination with regard to the programs, activities, or services the University provides.

3 Avoidance of Conflict of Interest
   As more fully stated in the University’s conflict of interest policies, faculty, administrators, and staff should avoid actual or perceived conflicts of interest in work at the University. As a public institution, it is imperative—for both ethical and legal reasons—that University employees do not improperly benefit from their positions of trust. Financial conflicts must be appropriately disclosed in accordance with conflict of interest and conflict of commitment policies, so that they can be reviewed, and as appropriate, managed or eliminated. Faculty, administrators, and staff are responsible for identifying potential conflicts and seeking appropriate guidance.

4 Responsible Conduct in Research
   As members of a complex research institution, University faculty, administrators, and staff have significant responsibilities to ensure that research is conducted with the highest integrity; and in compliance with federal, state, and local laws and regulations, as well as University policy. Any fabrication, falsification, or unauthorized or unattributed copying of research data or conclusions derived from research data constitutes misconduct in research and is prohibited by University policy.

5 Responsible Stewardship and Use of University Property, Technology and Funds
   University faculty, administrators, and staff are expected to ensure that all University property, technology, and funds are used appropriately to benefit the institution, consistent with all legal requirements as well as in accordance with University policies.

6 Environmental Health, Safety & Sustainability
   The University is committed to the protection of the health and safety of the community and the creation of a safe working environment. To accomplish this, the University provides training in health and safety regulations and policies. Moreover, faculty, administrators, and staff are expected to comply with sound practices and legal requirements. Beyond this, the University recognizes that environmentally responsible practices are critical for the University’s learning, research, outreach, and administrative efforts to succeed. University stakeholders should consider the social, economic, and environmental impact of their decisions and actions. As a community of scholars, the University recognizes that environmental stewardship and sustainability are inherent responsibilities that require the active engagement of everyone.

7 Respect for Privacy and Confidentiality
   The University endeavors to respect the privacy of its employees and students in all communications by mail, telephone, and other electronic means, subject to applicable University policies and procedures, state and federal laws, and system maintenance requirements. In their various roles and positions at the University, faculty, administrators, and staff become aware of confidential information of many different types. Such information may relate to students, employees, alumni, donors, research sponsors, licensing partners, patients, and others. University employees are expected to remain current regarding relevant legal, contractual, and policy obligations to maintain the confidentiality of such information, in order to protect it from improper disclosure, and to protect the privacy interests of members of our community.

8 Appropriate Conduct with Respect to Gifts, Travel and Entertainment
   University faculty, administrators, and staff are expected to conduct themselves so as to ensure that their positions are not misused for private gain, with respect to acceptance of gifts and the undertaking of university-related travel and entertainment.

9 Appropriate Use of the University’s Name, Trademarks and Logos
   The University regulates the use of its name, related trademarks, and logos in order to protect the University's reputation, and to ensure that their use is related to the University’s educational, research, and community service missions. Faculty, administrators, and staff are expected to protect the University name and logos from improper use.

10 Responsible Reporting of Suspected Violations and University Response
   The University is committed to enforcing applicable legal requirements as well as its own policies and procedures. Faculty, administrators, and staff are expected to report suspected violations to appropriate offices in accordance with University policies and procedures. Members of the University community who violate legal requirements, University policies and procedures, or who fail to report suspected violations, are subject to disciplinary action as described in applicable policies and collective bargaining agreements.