



UNIVERSITY of NORTH TEXAS
HEALTH SCIENCE CENTER at Fort Worth

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Education, Research,
Patient Care and Service

Scott B. Ransom, DO, MBA, MPH
President

MEMORANDUM

TO: All University of North Texas Health Science Center
Faculty, Staff and Students

FROM: Scott B. Ransom, DO, MBA, MPH
President

DATE: February 16, 2009

RE: Code of Conduct, Sexual Harassment, and Consensual Relationships

Employees of the University of North Texas Health Science Center (UNTHSC) are committed to the accomplishment of our Mission, Vision, and Values. We are dedicated to actively protecting and honoring this commitment by abiding by our Code of Conduct.

In our daily educational, research and patient care activities, we individually strive to model behavior that reflects our commitment to these principles. Anyone who works for the UNTHSC is expected to conduct themselves with appropriate professional demeanor in their daily interactions and encounters creating an environment of mutual trust and respect.

The UNTHSC's status as an equal opportunity institution is reflected in our mission and our culture. We value each person and treat each other with dignity. People flourish when they feel safe and respected — free from overt or implied harassment. Each of us supports and protects others by keeping our workplace free of discrimination based on race, creed, color, gender, age, national origin, disability, marital status, religion, sexual orientation or any other classification protected by law.

At the UNTHSC, we believe it is important to maintain a working and learning environment free of sexual harassment that encourages full maximization of each individual's potential. In furtherance of that belief and the law, it is the policy of the UNTHSC that acts of sexual harassment toward guests of and visitors to the campus or any member of the center's community including faculty, staff, students and candidates for positions at the center will not be tolerated, regardless of the individual's gender.

Sexual relationships, even though welcome and appropriate under other circumstances, are inappropriate when they occur between a faculty member and a student currently enrolled in the faculty member's class, or between advisor and advisee or a supervisor and a subordinate employee. Moreover, mutually consenting sexual relationships are a basic violation of professional ethics and responsibility, especially when a faculty member or supervisor has any professional responsibility for the student's or employee's academic or work performance, or professional future.

Any member of the UNTHSC community, including students, faculty, or staff, should report suspected violations immediately upon becoming aware of any behavior which might be in violation of our policy. Any supervisor must report suspected violations to his or her immediate supervisor, or the Vice President for Human Resource Services. Faculty and staff should report to his or her immediate supervisor, the Vice President of Human Resource Services, at 735-2690, EAD-280, or the Equal Opportunity Office at 735-2218, EAD-265. Students should report suspected violations to the administrative director/chair of the department in which the alleged incident occurred, to the Associate Vice President for Student Affairs, or the EEO Office. If a student, staff or faculty person report a suspected violation to you, please report it to the EEO Office.

All faculty and staff in supervisory positions are required to disseminate our sexual harassment policy. Please post this memorandum on your department bulletin board in full view for all employees. A complete policy regarding Consensual Relationships can be found in section 2.08 of the Personnel Policies and Procedures Manual. Additional information concerning in the Sexual Harassment policy can be found in Section 2.05 of the Personnel Policies and Procedures Manual.

The Code of Conduct and the policies of the UNTHSC are intended to support the institution and its practices; each is considered to be written guidelines stating expectations for appropriate behavior for everyone associated with UNTHSC: employees, divisions, subsidiaries, operating units, students, contractors, vendors and suppliers.

It is expected that anyone who works for the UNTHSC shall abide by this Code of Conduct.