

Thomas, Steve R

From: Moles, William A
Sent: Tuesday, October 02, 2012 8:45 AM
To: Thomas, Steve R
Subject: New System-wide Employee Code of Conduct

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Dear Steve,

The University of Tennessee has developed a new employee code of conduct to better facilitate a workplace culture that promotes responsible and ethical behavior, effective July 1, 2012. Representatives from the Human Resources Offices at all campuses and institutes, Legal Counsel, and the Office of Institutional Compliance worked together to revise the code and make it more compliant with standards established by federal guidelines.

By facilitating a culture that promotes responsible and ethical behavior, UT will be better positioned to reach strategic plan goals and integrate results of the recent employee survey - ultimately making the University a better institution for those who live, learn and work here. The code is not intended to replace existing University policies, but rather to supplement and clarify procedures and rules in areas such as respecting others, reporting violations and avoiding conflicts of interest.

As Faculty Senate president, you are a valued employee representative, and as such, I would appreciate your help communicating about the code to those you represent.

Organized communication to existing employees will begin this fall, and new hire communication through orientation programs already has begun. All regular and term employees will be asked to familiarize themselves with the code during a three-week promotional period planned for Nov. 5-16. Signing the accompanying code agreement is voluntary, but not signing does not negate responsibility for complying with University policy and ethical behavior.

To learn more about the code and agree to the terms, please visit: <http://compliance.tennessee.edu/codepolicy.htm>. If you have any questions regarding the code or need more information, please contact me.

Thank you in advance for your help promoting this important initiative.

Sincerely,

Bill Moles, CCEP, CIA
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