



CODE OF ETHICAL CONDUCT OF THE UNIVERSITY COMMUNITY

Preface

1. The good functioning of a university, as of any other institution, requires that all persons who belong to the university and work in it for whatever reason share common goals and are acquainted with the principles that must guide their conduct and behaviour.

2. Any violation of these principles not only offends the persons who are caused moral or material damage, but it is also brings the whole institution into discredit. Conversely, rigorous respect for these principles brings prestige and authority to the whole community; therefore, observing these principles is a shared interest and obligation.

3. A sense of belonging to the university community and respect for the rights and obligations which originate from it are grounded in a common vision of academic life, rather than being based on laws, sanctions and incentives. This vision is consistent with the nature of the academic institution whose specific and exclusive mission is the advancement of culture and science through study, research and teaching.

Considering all of the above, the Universities of Piemonte – Università di Torino, Politecnico di Torino and Università del Piemonte Orientale - , in compliance with paragraph 4, article 2 of Law no. 240 dated 30th December 2010, have approved this text, referred to as the “**Code of Ethical Conduct of the university community**”, with the purpose of making all university members aware of the ethical principles which give rise to their rights and obligations as members of the university community.

Art. 1 Applicability

This “**Code of Ethical Conduct**” binds all persons belonging to the university community for whatever reason. The university community is composed of those who are committed to the university’s mission, including professors, researchers, technical and administrative officers and students.

Art. 2

General principles

This “**Code of Ethical Conduct**” is inspired by the general principles implied in being a member of the university community: responsibility, independence, avoidance of self-interest, dignity and respect for others, transparency, rewarding of merit, further specified below.

Art. 3

Responsibility

All persons belonging to the university community for whatever reason are expected to act in the interest of the institution as a whole, within the boundaries of their roles. No university member is at the exclusive service of another. Each member is responsible for the good functioning and reputation of the University, within the limits of his/her competences.

In particular:

- a) faculty members: the fulfilment of their academic obligations prevails over any other legitimate professional activity; in particular, as far as their teaching responsibilities are concerned, lectures and other teaching activities must respect the planning of each Department and School; substitution for a faculty member is not allowed except under exceptional circumstances; the one-to-one teaching relationship with students, based on pre-established timing, places and methods, is part of the academic duties of any faculty member;
- b) students: they are expected to take part in teaching activities and exams with respect, collaboration and loyalty towards the faculty.
- c) technical and administrative staff: participation in training activities is a professional duty; each staff member shall perform the tasks entrusted to him or her with a sense of commitment and responsibility, in the spirit of cooperation with other university members.

Every member of the university is expected to act with personal decorum, to behave and speak respectfully toward one another, and to make a responsible use of the facilities and material resources made available by the university. Every member must be aware that destroying, damaging or wasting public property is considered a form of misconduct toward the common resources of the university.

Art. 4

Independence

The promotion of science and culture within the university requires the independence of the scientific community that works in it. Those university members who occupy positions of greater responsibility are expected to ensure that the institution is free from any form of dependence on external stakeholders or from being conditioned in any way by them.

Whenever scientific and technological knowledge is transferred to external bodies, this shall be in full compliance with the independence of the institution as a whole and the freedom of every faculty member, student, technical and administrative staff member.

In particular:

- a) the Rector is the guarantor of the freedom of study, research and teaching.

- b) the University autonomously decides whether to participate in research and teaching projects that involve external funding partners. The procedures followed by the University for such decisions recognize the freedom to join a project on an individual level.
- c) relations of university representatives with other bodies of the public administration are carried in the interest of the University.

Art. 5 **Avoidance of self- interest**

In the pursuit of its institutional goals, the University shall not be used as a tool for the achievement of any kind of personal interest, tangible or intangible, unrelated to the purposes of the University.

In particular:

- a) conflict of interest exists if a member of the university community has a self-interest, either economic or of any other nature, which goes against the interest of the university. In this case the person is expected to remove, as far as possible, the causes of such a situation and to immediately report it to a superior or a higher-ranking body. Moreover, every member has a duty to abstain from participating in decisions which directly involve him or her in a personal way.
- b) status as a member of the university cannot be intentionally used to obtain powerful positions or to gain access to career opportunities outside the University,
- a) the following behaviours go against the duty of acting in a disinterested manner:
 - use of university resources for external professional activities;
 - recruitment, in any form or position, of persons who have a permanent external professional activity which directly benefits the university member who has recruited or contributed to recruit them;
 - unauthorized self-attribution of ideas, discoveries, research outcomes belonging to another individual or to a group – including studies conducted with students – and their use for personal purposes, before their official publication;
 - violation of the intellectual property rights of the University intended in all its components.
 - participation in decision-making processes within the university governing bodies which have direct or indirect consequences in the sphere of a person's self-interest.

Art. 6

Dignity and respect for others

Every member of the university cooperates to create a favourable environment for research, study, teaching and good administration and to prevent individual tensions from jeopardizing this environment. This implies respect from everyone for the dignity of others.

In particular:

- a) everyone deserves to be treated equally with respect and consideration and not to be discriminated against on the basis of personal and social conditions such as: gender and sexual orientation, religion and personal convictions, physical appearance and skin colour, language, ethnic origin, social status, nationality, age, ranking in the academic system. The principle of non-discrimination does not go against the adoption of measures aimed at avoiding or compensating for any disadvantage which might derive from the above-mentioned factors.
- b) the following behaviours bring disrepute and are therefore unacceptable to the university community: abuse of power, intimidation, pressure, the offer or request of any favour not related to academic duties – including those of a sexual nature – in order to obtain privileges and opportunities of career advancement.

Art. 7

Transparency

The status which success in academic activities can confer on a university member can lead to a privileged position in the scientific and cultural hierarchy; this status cannot be used to construct personal power structures.

In particular:

- a) nepotism and favouritism go against the principles of dignity, fairness and rewarding of merit. Nepotism and favouritism exist if a faculty member or a university official uses his or her power to offer benefits or positions or to affect the outcomes of a selection procedure, thus violating the principle of meritocracy.
- b) Every member of the university is expected to abstain from requesting or accepting gifts and benefits which might directly or indirectly influence his or her work.

Art. 8

Rewarding of merit

The University rewards academic merit and supports students who attend university with dedication for their professional and cultural development. Students are required to conform to the highest standards of integrity and cooperation in their academic relations with both faculty and fellow students.

In particular, the following student behaviours constitute a violation of academic ethics:

- a) presenting someone else's knowledge as one's own, lack of fidelity and integrity, deceit and abuse of stratagems, copying and cheating in examinations, practical classes and experiments, deceit in the composition of essays and theses;
- b) falsification of records and academic certificates;
- c) competitiveness which aims to damage fellow students, refusal of fair cooperation in research and study.

Art. 9 **Supervisory authorities**

The guarantors for the enforcement of this “**Code of Ethical Conduct**” are the persons responsible for the good functioning of the Departments, Schools and Administration units of the University (thereinafter referred to as the “supervisors”), the Rector and the Academic Senate.

Art. 10 **Procedure**

The procedure for bringing a complaint of violation of this “**Code of Ethical Conduct**” can be initiated by any member of the University, or on decision of the supervisor of the Department, School or Administration unit where the suspected violation has occurred.

Anonymous complaints will not be taken into consideration.

After interviewing the person involved, in the event that the supervisor considers that there are no grounds, no further action will be taken. The complaint will not be made public, but the decision to take no further action will be communicated to the complainant, who may restate his or her grievance to the Rector within 10 days.

In the event that the supervisor deems the complaint relevant to this “**Code of Ethical Conduct**”, he or she submits the supporting documents, including the complainant’s report and declarations, to the Rector.

After interviewing the persons involved, the Rector can decide that no further action will be taken due to insufficient evidence. If sufficient evidence exists, the Rector engages the Academic Senate to take a decision in accordance with the Statute.

The Academic Senate is competent to deal with any violation of the “**Code of Ethical Conduct**” by the Rector.

Art. 11
Relations with other sources of liability

The norms and procedures of this “**Code of Ethical Conduct**” do not interfere with the application of the law and with the legal proceedings related to civil, criminal, financial and disciplinary liability.

In the event that the findings of the procedure laid down in article 10 justify an action for civil, criminal, financial or disciplinary liability, the Rector engages the competent authorities in compliance with the rules provided for by the law.

Art. 12
Relations with the “Equality Committee”

Should the case be relevant to the activity of the “Equality Committee”, the Rector submits the relevant documentation to the Committee.

Art. 13
Publicity

The supervisors are expected to give full publicity to this “**Code of Ethical Conduct**” using all means that are considered useful for this purpose, including electronic media, in order to ensure that all members of the university community become acquainted with and adhere to the Code.

The English translation of this document is provided as a support to the university community and has no legal effects. The Italian version shall constitute the sole authentic text and will be referred to for any legal matters.