## **USG Ethics Policy**

FY 2011 Annual Refresher Training

## **Risk Management and Ethical Behavior**

The USG Statement of Core Values emphasizes the "inherent dignity and rights of every person and ... our resulting responsibility to treat each person with fairness, compassion and decency." As such, any form of discrimination or harassment is inconsistent with USG core values. Additionally, discrimination on the grounds of race, color, gender, religion, creed, national origin, age, disability and status as a veteran is specifically prohibited by state law and BOR policy.

Sexual harassment of members of the USG community or students in the USG is prohibited and shall subject the offender to dismissal or other sanctions after compliance with procedural due process requirements. Unwelcome sexual advancements, requests for sexual favors and other verbal or physical conduct of a sexual nature constitute sexual harassment.

#### Fade into video

### Scene opens with professor and 2 students

**MR. SMITH:** Hi Lisa, glad you're here. How's my favorite student assistant today?

LISA: Hi, Mr. Smith. I'm fine.

**MR. SMITH:** Oh anyone can see that.

**LISA:** Umm, so what projects do you have for me today?

**MR. SMITH:** Let's see. I have a grant application that I'm trying to finish that has to get in the mail today, but Michael is checking some information for me.

**LISA:** So there's nothing for me to do?

**MR. SMITH:** Well, come to think of it, there is something. I'm going to an awards reception tonight and I need someone to pick up my suit from the cleaners. So, if you could do that for me it would be a great help.

**LISA:** Mr. Smith, I'm not really sure that's what student assistants are supposed to doing.

# University System of Georgia

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**MR. SMITH:** Lisa, it's just right around the corner, it's really easy . . . if you do this one thing for me, I'll treat you to lunch. It can be just the three of us – me, you, and that pretty smile of yours.

LISA: I'm not sure that would be a good idea...

**MR. SMITH:** I understand from the Vice President that applications for student assistants are through the roof. With that kind of interest, we can really afford to be picky in who we hire and who we keep semester to semester.

**MR. SMITH:** Look, I have to head to my meeting with the Vice President. When I get back, I hope to see that suit hanging in my office and our lunch date on my calendar

#### Video fades and shows:

"Refrain from discriminating against, harassing or threatening others."

#### 2nd Video fades in

**JACKIE:** Hey Eva, are you hungry? Do you want to go to lunch together today? I know a great new restaurant nearby where we can go that my husband told me about.

**EVA:** Sure, just give me a minute, Jackie. I just need to finish putting in this order for two laptops for Dr. Smith.

**JACKIE:** Two laptops? What does he have you purchasing two of them for?

**EVA:** Well, he's working on a really big research project for our department, and just this morning he realized that his son's birthday is coming up, so he told me to go ahead and order an extra one for his birthday.

**JACKIE:** Are you sure it's okay? I mean your supervisor really shouldn't be asking you to buy anything for his personal use, let alone using state funds for them.

**EVA:** Well, to be honest, I hadn't really thought about it. I do it all the time for him. Just last month when he went to Seattle for a conference, I paid for an extra day for the hotel room after the conference ended so that he and his wife could enjoy exploring the city.

#### **JACKIE:** Eva

**EVA:** Jackie, look. Please just forget I said anything about the laptops and hotel room. Please don't make a big deal out of it. This could really get me in trouble and I could lose my job. Just forget I said anything about it. I'm gonna go get my coat so that we can go to lunch.

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**JACKIE** (voice in head): What should I do? I know I should report it, but the last time I heard of someone reporting a violation, he lost his job later. The last thing I want to do is get Eva in trouble or make trouble for myself. But what her boss is asking her to do is wrong, and if she does it, she's in violation of university policy. And, if I don't say anything, then I'm breaking policy, too. I know there are laws to protect me and Eva, so I'm just going to have to rely on that and report it. It won't be easy, but it's the right thing to do.

#### Video fades and shows:

"Report wrongdoing by either calling the USG Ethics and Compliance Hotline or by reporting to the proper authorities within your area."