



**University of Wyoming, College of Business
Code of Professional Expectations for Faculty and Staff**

The College of Business expects the highest level of integrity from our administration, faculty, staff, students, and alumni. As faculty and staff of the College of Business at the University of Wyoming, we are expected to conduct ourselves in a professional manner as described below and to adhere to the ethical principles of this College as well as the University's Standards as outlined in the University Regulations.

The College of Business Code of Professional Expectations is built on the foundation of respect for others, personal responsibility, the creation and maintenance of trust, and honesty and truthfulness. The administration, faculty, staff, students, and alumni of the College of Business at the University of Wyoming should strive to set an example of ethical leadership and professional behavior as those traits are essential for good social and business interactions. **Faculty and staff should exhibit professional conduct,**

In the classroom by:

- Turning off or silencing cell phones and other electronic devices unless they are being used for class or in emergencies.
- Showing respect for students by listening to others' points of view in a courteous and respectful manner and using appropriate body and verbal language during class.
- Being prepared, taking an active role in cooperative-learning activities, being on time, and helping students understand the importance and connectedness of course content.

In the office environment by:

- Turning off or silencing cell phones and other electronic devices in open offices and meetings unless an emergency situation has arisen.
- Showing respect for others by being on time, dressing appropriately, and being courteous and respectful to others.

In all curricular and co-curricular activities by:

- Dressing appropriately and being on time for club and professional meetings, appointments, office hours, and recruiting events.
- Showing respect for students, colleagues, and guests by using appropriate body and verbal language during club and professional meetings, appointments, and recruiting events.

In the academic environment by:

- Upholding academic integrity by avoiding intellectual theft of any kind. Avoiding cheating in any form, plagiarism, falsification, and facilitation of a student's intellectual theft.
- Upholding personal integrity by avoiding theft of college and/or university resources.