



MEMORANDUM

DATE: February 28, 2007
TO: University Council
FROM: Michael Crow, President
RE: Commitment to Ethics

Arizona State University is committed to observing the highest standards of ethical behavior so that Arizona's citizens may have confidence in the integrity of ASU. All members of the university community must recognize our shared responsibility of educating the future leaders of Arizona, and the nation carries with it an obligation to adhere to fair, ethical, and legal business practices. Adherence to these professional standards is critical to maintain a strong foundation for ASU as a New American University.

Each employee shall refrain from engaging in any activity where there is a conflict between the employee's private interests and the interests of the University. This commitment requires all ASU employees to act in a manner that is consistent with the public trust, and not take any actions that result in, or create the appearance of, personal gain or benefit. Giving preferential treatment to any person or organization, actions that impair one's independence or impartiality, and disclosing confidential information must be avoided. Actions that adversely affect the public's confidence in the University include, but are not limited to, the following:

- misuse of university assets (ACD 123) (*e.g.*, using one's office for private gain or using institutional resources for purposes that are not authorized)
<http://www.asu.edu/aad/manuals/acd/acd123.html>,
- failing to follow the university's procurement rules (ABOR 3-801) (*e.g.*, misuse of P-cards or making decisions outside official channels)
http://www.abor.asu.edu/1_the_regents/policymanual/chap3/3-801.pdf,
- misuse of university computing resources (ACD 125) (*e.g.*, copyright violations, attempting to influence the outcome of elections, accessing pornographic images)
<http://www.asu.edu/aad/manuals/acd/acd125.html>, and
- violating the university's policies on Conflicts of Interest (ACD 204-08)
<http://www.asu.edu/aad/manuals/acd/acd204-08.html> and Nepotism (ACD 515)
<http://www.asu.edu/aad/manuals/acd/acd515.html>

It is expected that each ASU employee will carry out his or her responsibilities with honesty and integrity and will act in compliance with applicable university policies and governmental laws, rules and regulations.

Please share this memorandum with all employees in your college or department.

Michael M. Crow
President
Arizona State University