

APPROVED
by the Senate of Rīga Stradiņš University
in the meeting on 15 May 2007
Protocol No. 1-2/15.05.07.

(with amendments approved
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Preamble

Rīga Stradiņš University (RSU) is a derived public person, educational and scientific institution that is providing comprehensive academic and professional education and scientific activity.

Knowledge, honour, dignity, responsibility, physical and mental health, corporative culture and promotion of social wellbeing are fundamental values for RSU students, academic staff and administrative personnel.

RSU Code of Conduct incorporates norms, principles, rights and obligations consistent with these values, facilitating awareness of common goals, strengthening the spirit of integrity and ensuring respect-based mutual professional relationship.

Basic principles

1. Integrity

1.1. The compliance with the given principle shall require from any stakeholder the quality of being honest, open and fair, behave in a manner that is consistent with the person's status in study or research process or organization, and perform his/her obligations within the framework of his/her professional competence.

1.2. The conduct of every individual shall be based upon his/her commitment to keep one's promises and strive for discreetness and integrity in mutual relations.

1.3. The adherence to the principle of integrity facilitates academic freedom, trust and equality.

1.4. In the name of diversity and consistency of education at RSU, no specific importance shall be assigned to individual subjects, study courses or research directions.

1.5. Self-critical assessment of one's proficiency and rapid development of contemporary science require constant improvement of professional skills, irrespective of the individual's professional status.

1.6. Any research activity shall be consistent with the provisions of the Law on Scientific Activity and shall be conducted in compliance with the ethical principles underlying research – striving to undergo an impartial assessment of one's contribution, novelty and topicality and make forecasts as regards the outcome of such research activity.

1.7. Involvement in research is determined by the potential contribution to the relevant field of science or public benefit, instead of satisfying researcher's self-interest or dependence from sponsors.

1.8. RSU representatives shall refrain from occupying several positions or taking up any ancillary work what might raise concerns on apparent or actual conflict of interests.

2. Collegiality

2.1. This principle is based upon mutual respect, tolerance, justice and favourable attitude, without tolerating any discrimination on grounds of ethnicity, race, gender, sexual orientation, political, philosophical or religious beliefs, social origin, property or family status or health condition.

2.2. Collegial relationships among academic personnel, students, employees and the administration shall consolidate the sense of belonging to RSU, pride in one's study and workplace.

2.3. The standard of mutual relationship in academic environment shall be characterized by diversity in opinion and conceptual approach, open exchange of thoughts, fair competition, without tolerating the use of any disagreements in fostering one's status or career.

2.4. The communication culture inherent in academic environment requires proper defence of one's opinion and recognition of constructive criticism.

2.5. Implementation of the principle of collegiality brings about the necessity to engage in constructive cooperation for solving conflict situations, by using inoffensive form of speech and conduct.

2.6. Students, academic and administrative staff support such cooperation and partnership offers that facilitate development of RSU, are consistent with the principles of RSU Code of Conduct and contribute to the development of the state, education, science and culture.

3. Responsibility

3.1. Every individual shall be responsible for his/her own acts and conduct both at intra-university level and in external relationships, and commits him/herself to the extent reasonably possible, not to act in a manner inconsistent with generally accepted moral standards that could be detrimental to RSU reputation and professional prestige of stakeholders involved.

3.2. With their moral attitude RSU students and personnel shall demonstrate affiliation to the university and loyalty towards university's traditions and values.

3.3. Every RSU representative shall treat RSU assets and moral values with uppermost care and to the extent reasonably possible, facilitate further increase thereof.

3.4. The confidential nature of professional information and mutual relationship requires responsible handling of information. The individual who provides any information shall be responsible for the authenticity of the provided information as per his/her area of responsibility.

3.5. Every individual shall be responsible for his/her personal contribution to the development and quality of educational and research activity.

3.6. The involvement of students, academic and administrative staff in promoting RSU image and international recognisability should be supported and encouraged.

4. Rights and obligations

4.1. Every RSU representative shall fulfil his/her obligations towards the university in fair and honest manner, by respecting all existing procedures, internal regulations, applicable laws and having due regard to the rights awarded to him/herself and others.

4.2. Academic freedom provides to every individual the right of open and proper communication during any academic or professional relationship, expressing opinion and respecting the rights of others to freedom of expression. Everyone has the duty to listen and saturate oneself in the contents of what has been said (or written).

4.3. Everyone has the right to information consistent with his/her study or research goals. The acquisition and use of any information is governed by the principle of equal treatment embedded in the applicable laws.

4.4. The teaching staff is obliged to encourage consistency of undergraduates, residents and doctoral students in acquiring knowledge, simultaneously fostering their interest about new knowledge areas, methods, technologies and research activity.

4.5. Every employee and student may come up with suggestions, file objections and complaints regarding any matter which covers RSU operations and in doing so, act in a constructive manner, to facilitate collegial resolution of such issues.

4.6. Everyone has the right to be respected and to mutual respect. Attention, tolerance and mutual respect are simultaneously a right and an obligation.

4.7. RSU students and staff have the right to creative approach and initiative, public appraisal and recognition. The administration and the heads of structural units shall encourage recognition for any specific contribution in fulfilling one's duties and to facilitate professional growth and initiative of students, academic and administrative staff.

4.8. In case of any mistakes or disagreement, everyone has the right to have such resolved in a professional environment. Everyone has the right to be heard, receive professional advice and criticism in a collegial manner.

4.9. In case of any mistakes admitted or disagreement, the head of the respective structural unit shall discuss the circumstances individually with the person involved and assess the situation in professional and collegial manner. The existing circumstances shall be disclosed to others, to prevent the recurrence of such situations, if applicable.

4.10. Everyone has the right to personal or public apology in case of any unethical behaviour towards him/her. Any person that has acted unethically shall apologize and to the extent reasonably possible remedy the effects of such conduct, contextually with the existing situation.

5. Implementation of the Code of Conduct

5.1. Students, academic personnel and administrative staff may acquaint with the RSU Code of Conduct on RSU webpage. The code of conduct is revised and updated by RSU Ethics Committee and any proposed amendments are submitted for approval to RSU Senate.

5.2. In case of establishing any violations of RSU Code of Conduct, the representative of RSU staff may file a respective complaint to the RSU Ethics Committee composed of 4 members representing the academic and administrative staff and one RSU students' representative nominated by RSU Student Union and approved by RSU Senate for the term of office of 5 years.

5.3. Any complaints shall be reviewed by the Ethics Committee (hereinafter – the Committee) in meetings convened and chaired by the chairperson of the Committee who shall be elected by the members of the Committee from amongst themselves.

5.4. The Committee shall be deemed to have quorum if it is attended by more than a half of its members. If possible, any decisions of the Committee shall be taken by consensus, though, in case the members of the Committee are not able to reach consensus – by majority voting.

5.5. Prior to adopting a decision, the Committee shall hear (in oral or written form or via electronic means of communication) the persons involved. The Committee may request and receive information required for examining the matter also from other RSU employees and structural units and, if necessary, invite experts and RSU employees that may provide useful information on the respective matter.

5.6. The members of the Committee may not participate in hearing and resolving a matter, in case it concerns the respective member of the Committee or the structural unit he/she works for, or the member of the Committee is otherwise interested in the particular matter.

5.7. The decision of the Committee falling within its area of authority shall be final and shall be sent to the applicant and other parties concerned.

5.8. Any other issues that concern the procedure for examining complaints and not explicitly covered by this Code of Conduct shall be resolved by the Committee.