Code of Business and Fiduciary Conduct

Effective: August 26, 2005
Contact: Office of the President

Introduction
Read the letter from the President (see Resources below) regarding the Code of Business and Fiduciary Conduct.

Policy Statement
The Code of Business and Fiduciary Conduct is maintained and enforced by the Board of Regents, State of Iowa.

Supporting Policies
The following references link to key policies that support the Code of Business and Fiduciary Conduct at Iowa State University.

Objectivity in Decision Making
Conflicts of interest

- Conflicts of Interest and Commitment - ISU policy
- Conflict of Interest Vendors/Employees, Procurement - ISU policy
- Conflict of Interest - Board of Regents policy
- Conflicts of Interest - State law (Iowa Code, see §68B.2A)
- Codes of Conduct - Federal regulations (OMB A110.42)

Undue influence

- Gifts - ISU policy
- Gratuities and Gifts, Procurement - ISU policy
- Conflicts of Interest - State law (Iowa Code, see §68B.2A)

Discriminatory bias

- Discrimination and Harassment website - ISU Office of Equal Opportunity
- Discrimination and Harassment - ISU policy

Use of Funds, Assets, Resources, and Information for University Purposes

Use of funds

- Expenditures (Allowable, Appropriate, and Documented) (Public benefit)
- Travel - Airfare
- Travel - Authorization and Funding
- Travel - Foreign
- Travel - Reimbursement
- Travel - Student Organizations
- ISU Foundation Funds (Hospitality)

Use of assets and resources

- Facilities and Grounds Use, Activities
- Personal Use and Misuse of University Property
- Information Technology
- Safety
- Alcohol, Drugs, and Other Intoxicants
- Occupational Safety and Health Act (OSHA)
- Intellectual Property (OIPPT)
• Intellectual Property (Faculty Handbook 8.3.6.5)
• Sponsored Funding of Projects (Faculty Handbook 8.3.1)

Use of information

• Acceptable Use of Information Technology Resources
• Family Educational Rights and Privacy Act (FERPA)
• Public Records: Exemption for Security-Related Information
• Social Security Number Protection
• Student Records
• Sponsored Research & Scholarly Activities

Fairness and Integrity in the Conduct of Business

• Board of Regents Purchasing Policy
• Competition with the Private Sector
• Conflict of Interest Vendors/Employees, Procurement
• Contracting Authority (Non-employment Related)
• Expenditures - Allowable, Appropriate, and Documented
• Federal Procurement Standards (OMB A110.40)
• Misuse of Others' Intellectual Property (Faculty Handbook 7.2.2.5.12)
• Selling Departments and Service Center Operations
• Signature Authority for Internal Transactions

Reporting Suspected Violations

• Reporting Responsibility - Violations
• Non-Retaliation Against Persons Reporting Misconduct

Resources

Files

• President Leath's Letter [PDF]