

VIRGINIA MILITARY INSTITUTE  
Lexington, Virginia

GENERAL ORDER)  
NUMBER 46)

8 October 2024

**CODE OF ETHICS**

**A. Statement of Ethical Values**

Members of the Virginia Military Institute community are committed to the highest ethical

consistent with laws, regulations, and Institute policies will govern our conduct with others both inside and outside the community. Each situation should be examined in accordance with the *Standards*. No unlawful practice or a practice at odds with these standards can be justified on the basis of customary practice, expediency, or achieving a "higher" purpose.

*2. Individual Responsibility and Accountability*

Members of the VMI community are expected to exercise responsibility appropriate to their position and delegated authorities. They are responsible to each other, the Institute, and the Institute's stakeholders both for their actions and their decisions not to act. Each individual is expected to conduct the business of VMI in accordance with the *Standards*, exercising sound judgment and serving the best interests of VMI and the community.

*3. Respect for Others*

VMI is committed to the principle of treating each community member with respect and dignity. VMI prohibits discrimination and harassment and provides equal opportunities for all community members. The Institute is committed to creating a safe and drug free workplace.

*4. Compliance with Applicable Laws and Regulations*

Institutions of higher education are subject to many of the same laws and regulations as other enterprises, as well as those particular to public entities. There are also additional requirements unique to higher education. Members of the VMI community are expected to become familiar with the laws and regulations bearing on their areas of responsibility. Many but not all legal requirements are embodied in Institute policies. VMI business is to be conducted in conformance with legal requirements, including contractual commitments undertaken by individuals authorized to bind the Institute to such commitments.

*5. Compliance with Applicable Institute Policies, Procedures, and Other Forms of Guidance*

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members who have certain professional or financial interests are expected to disclose them in compliance with the State and Local Government Conflict of Interests Act. In all matters, community members are expected to take appropriate steps, including consultation if issues are unclear, to avoid both conflicts of interest and the appearance of such conflicts.

*7. Ethical Conduct of Research*

All members of the VMI community engaged in research are expected to conduct their research with integrity and intellectual honesty at all times. Members of the VMI community engaged in research are not to: fabricate data or results; change or knowingly omit data or results to misrepresent results in the research record; or intentionally misappropriate the ideas, writings, research, or findings of others. All those engaged in research are expected to pursue the advancement of knowledge while meeting the highest standards of honesty, accuracy, and objectivity. They are also expected to demonstrate accountability for sponsors' funds and to comply with specific terms and conditions of contracts and grants

adhere to laws, policies, and procedures for the acquisition, use, maintenance, record keeping, and disposal of VMI property. For purposes of applying this policy, *VMI resources* is defined to include but not be limited to the following:

- Cash and other assets whether tangible (e.g. computer equipment, departmental inventory, vehicles) or intangible (e.g. patents, trademarks, copyrights);
- Receivables and other rights or claims against third parties;
- Intellectual property rights;
- Effort of VMI personnel and of any non-VMI entity billing the Institute for effort;
- Facilities and the rights to use of Institute facilities;
- The Institute's name;
- Institute records, including cadet records; and
- VMI information technology infrastructure.

### *11. Financial Reporting*

All VMI accounting and financial records, tax reports, expense reports, time sheets, and other documents must be accurate, clear, and complete. All published financial reports will make full, fair, accurate, timely, and understandable disclosures as required under generally accepted accounting principles for government entities, bond covenant agreements, and other requirements. Certain individuals with responsibility for the preparation of financial statements and disclosures, or elements thereof, may be required to make certifications in support of the *Standards*.

### *12. Reporting Violations and Protection from Retaliation*

Members of the VMI community are strongly encouraged to report all known or suspected improper activities. Managers and persons in supervisory roles are required to report allegations presented to them and to report suspected activities that come to their attention in the ordinary course of performing their supervisory duties. Reporting parties, including managers and supervisors, will be protected from retaliation for making such a report.

Following is a list of the principal policies and reference materials available in sup1 0 0 1 430.01Span ~~MCID~~ 21

NOTES

This Code of Ethics was adapted from and used with permission of the University of California.  
The VMI Code of Ethics was approved by the Board of Visitors in September 2013.

## ANNEX A

## Ethics

1. The decisions, choices, and actions (behaviors) we make that reflect and enact our values.
2. The study of what we understand to be good and right behavior and how people make those judgments. (From "What is the Difference Between Ethics, Morals and Values?," Frank Navran)
3. A set of standards of conduct that guide decisions and actions based

Morals

Values that we attribute to a system of beliefs that help the individual define right versus wrong, good versus bad.