



**Policy on Ethical Organizational Values
Sumgayit State University**

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1. Purpose and Principles

Sumgayit State University is committed to fostering an academic and professional environment built on **integrity, fairness, respect, and responsibility**.

The Policy on Ethical Organizational Values establishes standards of ethical behavior for students, staff, and university management. The policy supports the creation of a **fair, transparent, and respectful educational environment**.

The main objectives of this policy are to:

- promote ethical conduct within the University community
- ensure fair access to educational opportunities for students
- protect the rights and dignity of students and employees
- promote academic integrity and responsible research practices

- strengthen accountability and transparency in institutional activities.

This policy applies to all members of the University community and encourages responsible participation in maintaining an ethical organizational culture.

2. Legal Framework

This policy is implemented in accordance with:

- the Constitution of the Republic of Azerbaijan
- the Law of the Republic of Azerbaijan on Education
- relevant decrees and orders of the President of the Republic of Azerbaijan
- decisions of the Cabinet of Ministers of the Republic of Azerbaijan
- the Charter of Sumgayit State University
- national rules of ethical conduct and other relevant legal acts.

The Policy on Ethical Organizational Values was approved by the **Scientific Council of Sumgayit State University on 23 September 2022 (Protocol No. 01)**.

SDU Ethical Organizational Valu...

3. Scope of the Policy

This policy applies to:

- students
- faculty members and academic staff
- administrative staff
- university management and governance bodies
- external partners collaborating with the University.

The policy governs ethical conduct in all areas of University activity, including:

- teaching and learning
 - research and publication
 - administrative processes
 - partnerships and collaborations
 - internal communication and decision-making.
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4. Core Ethical Values

Sumgayit State University is guided by four fundamental ethical values.

Diversity

The University values diversity and treats all individuals with respect regardless of:

- race or ethnicity
- gender
- age
- religion or belief
- sexual orientation
- socio-economic background
- cultural identity.

Diversity strengthens the academic environment and encourages mutual understanding and cooperation.

Integrity

Integrity is a fundamental principle guiding all University activities.

Members of the University community must demonstrate:

- honesty in academic work and research
- transparency in decision-making
- accountability in professional responsibilities
- respect for human rights and freedoms.

Integrity ensures a trustworthy academic and research environment.

Respect

Respect for others is essential for a positive academic and professional environment.

The University encourages:

- constructive communication
 - respect for diverse opinions and beliefs
 - cooperation among students and employees
 - a culture of dignity and mutual support.
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Justice

Justice ensures that all members of the University community are treated fairly.

The University is committed to:

- equal access to educational opportunities
- fair evaluation and assessment processes
- transparent decision-making

- protection of human rights and equal treatment.
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5. Ethical Conduct in Academic and Professional Activities

Members of the University community must follow ethical standards in all academic and professional activities.

This includes:

- maintaining academic honesty in research and publications
- respecting intellectual property rights
- ensuring fairness in teaching and assessment processes
- maintaining professional relationships with colleagues and students
- acting responsibly in relations with institutional partners.

Compliance with publication ethics in national and international scientific journals is particularly important.

6. Responsibilities of the University Community

All members of the University community share responsibility for maintaining ethical values.

Students, staff, and administrators are expected to:

- follow the ethical principles established in this policy
- promote fairness, transparency, and respect
- avoid discrimination and unethical behavior
- contribute to a positive academic and working environment.

Managers and academic leaders must ensure that ethical standards are upheld in institutional decision-making.

7. Communication and Ethical Culture

The University encourages open communication and constructive dialogue among students and staff.

Members of the University community should feel comfortable expressing:

- concerns
- suggestions
- ethical issues affecting the institution.

Promoting open communication helps strengthen the ethical culture of the University.

8. Monitoring and Reporting

The **Disciplinary Commission established under the Scientific Council** is responsible for supervising the implementation of this policy.

The Commission will:

- monitor compliance with ethical standards
- evaluate reported issues
- ensure appropriate actions are taken when violations occur.

The University also provides grievance procedures and internal reporting systems that allow employees and students to raise concerns confidentially.

9. Obligations and Implementation Measures

To ensure effective implementation of this policy, the University commits to:

- regularly monitoring compliance with ethical standards
- identifying and addressing ethical violations
- organizing training sessions on ethical values
- ensuring transparency in academic and administrative activities
- promoting equality in employment and career development
- encouraging open expression of ideas and feedback
- maintaining fair assessment and examination procedures
- ensuring honest communication with institutional partners.

These measures strengthen ethical awareness and accountability within the University community.

10. Policy Authority and Review

This policy is approved by the governing bodies of Sumgayit State University.

The policy will be reviewed periodically to ensure alignment with:

- national legislation
- international academic ethics standards
- institutional strategic priorities.

Continuous review ensures that the University's ethical framework remains effective and relevant.

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