

Utah Valley University
Drug-Free Schools and Campuses Regulations
Biennial Review 2014-2015

Introduction

Utah Valley University Wellness Programs is the office responsible for drug, alcohol, and substance abuse prevention efforts on campus. UVU Wellness Programs is under Campus Recreation & Wellness which is part of Student Life.

UVU Wellness Programs is run by two full time staff, and one part time health educator. Other supporting personnel include: eight student interns, three part time massage therapists, and one full time front desk administrator. Our mission is to promote habits of health and wellness in the lives of students and employees at Utah Valley University. We strive to provide educational and comprehensive programs and services that address the six dimensions of health and support students and employees in their pursuit of lifelong wellness. A necessary component of lifelong wellness includes substance abuse education and prevention of use on campus.

UVU Wellness Programs is connected to many other support related services on campus. When our department cannot fulfill the needs of a student, we have the opportunity to refer students to many other helpful substance abuse-related services on campus. A few of these other services/departments include: Student Health Services (medical and mental health services), Turning Point, Student Conduct and Conflict Resolution, Ombudsman, Accessibility Services, and more. UVU Wellness Programs offers a wide spectrum of services to help the campus community achieve better wellness. Many of our resources can also be accessed online at www.uvu.edu/wellnessed. Students and employees can also call, email or visit SL 211 for access to services and resources.

Substance abuse prevention and education is a high priority for our University, especially including compliance with the federal Drug Free Schools, Communities, and Workplace Acts. Our department provides a variety of programming and services to meet the needs of substance abuse prevention efforts. Below we have listed a comprehensive list of these prevention/education related programming and services.

2014-2015 Drug and Alcohol Prevention Efforts- UVU Wellness Programs

1. Alcohol & Tobacco classroom presentations (Given to SLSS, HLTH 1100 & other classes):
 - a. February 2014: One class with 35 participants
 - b. July 2014: One class with 22 participants
 - c. October 2014: Five classes with 226 participants
 - d. March 2015: Five classes with 160 participants
 - e. November 2015: One class with 40 participants

Total participants for Alcohol & Tobacco classroom presentations: 283 students

2. Health & Wellness Fairs: Included variety of health and wellness related booths. Among these booths were Alcohol & Tobacco education/prevention booths, sexual health and STI prevention booths, and other health behavior related booths.
 - a. February 2014 Health Fair: 300 participants
 - b. October 2014 Health Fair: 350 participants
 - c. February 2015 Health Fair: 250 participants
 - d. October 2015 Health Fair: 300 participants
3. Collaboration/Networking
 - a. May 2014: Meeting with Toni Carpenter from the Utah County Health Department. At this meeting we discussed the Way To Quit program. (See www.waytoquit.org) Toni shared Way To Quit materials and resources with us that we later used in our office and dispersed in the halls.
 - b. Semi-annual meetings with USAAP (Utah Substance Abuse and Prevention Coalition): UVU Wellness Programs participates and collaborates with USAAP. USAAP includes Wellness Coordinators/Prevention Specialists from universities and colleges in the state of Utah, and Prevention Coordinators from the Utah Division of Substance Abuse and the Utah Prevention Advisory Council. The main objective of this consortium is to establish a statewide network that facilitates increased communication and collaboration in an effort to improve substance abuse prevention on Utah campuses. UVU is benefited in many ways from being a part of USAAP, including increased collaboration, communication, funding opportunities, and information sharing.
 - c. Community Health Improvement Plan-Utah County Health Department: UVU Wellness staff members attended collaboration meetings to determine four priority areas for the Community Health Improvement Plan for Utah County. Among the priority areas was behavioral health, including addiction prevention and healthy coping mechanisms.
 - d. SMART (Substance Misuse and Abuse Reduction Team) Utah County: Receive e-mailed notices, newsletters, and meetings notes regarding substance use and abuse in Utah County.
4. National College Health Assessment –Spring 2014 at Utah Valley University
 - a. February 2014: We surveyed 364 students across campus regarding various health habits, risks, and more. Much of the data includes information regarding alcohol and other substance abuse behaviors. Data is used in classroom presentations and other Drug & Alcohol programming to educate and create awareness.
5. Hallway “Zone” activities
 - a. October 2014 booth: Sexual Health & Alcohol: 60 participants

Information and education was provided on safe drinking/partying and safe sex. We gave out condoms, safe sex “love” kits, and informational brochures.

- b. November 2014 booth: Benefits of Quitting Tobacco: 75 participants
Information and statistics were provided on the health benefits of quitting tobacco.
 - c. Fall 2015: Booths from the Utah County Health Department on quitting tobacco resources.
6. Wolverine Wellness Challenge
- a. UVU Wellness Programs hosts the “Wolverine Wellness Challenge” each semester, engaging several hundred students on implementing and tracking health behaviors and habits. We give out weekly prizes and incentives to those that participate. The habits they implement include all areas of health: exercise, nutrition, stress management, and preventative behaviors.
 - i. Spring 2014 Wolverine Wellness Challenge: 540 total participants
 - ii. Fall 2014 Wolverine Wellness Challenge: 760 total participants
 - iii. Spring 2015 Wolverine Wellness Challenge: 284 total participants
7. Alternative Spring Breaks hosted by the Volunteer & Service Learning Center

Alternative Break trips take students outside of the Utah Valley area to experience a healthy alternative to the common alcohol- related spring break activities. Students have the opportunity to engage in community projects and learn about social issues such as poverty and homelessness, food insecurity, health, literacy, environmental issues, and many more.

8. Conference on Addiction

The UVU College of Humanities and Social Sciences hosted a Conference on Addiction in February of 2014 and 2015. The conference included keynote speakers, breakout sessions, and exhibitors. All aspects of the conference were available for UVU students, staff, faculty, and community members to attend.

In addition to the programming efforts listed above, there has been complementary programming for general health behaviors on campus. These complementary programming efforts included:

- Stress Busters & Healthier You guest presentations in classrooms
- New Years-SMART goals booth to assist in setting healthy behavior change
- New Student Orientations
- Health Coaching
- Health Risk Appraisals

Drug & Alcohol Goals and Achievements

UVU Wellness Programs has ongoing goals and achievements related to Drug and Alcohol prevention efforts, all of which are listed above. Proper documentation is kept for each program or service related to drug and alcohol prevention/education. In 2014-2015, UVU Wellness Programs hosted over 419 events and reached over 28,000 students through hallway booths, classroom presentations, campus-wide wellness challenges, etc.

Summary of Drug & Alcohol Strengths and Areas of Improvement

Strengths:

- UVU Wellness Programs is part of an involved and well-developed Student Life team, with collaborative staff and departments across campus.
- UVU Wellness Programs provides an abundance of prevention/education activities, services, and programming for students of all demographics.
- UVU Wellness Programs has a good working relationship with the Utah County Health Department and UVU Public & Community Health Department. UVU Wellness has utilized their resources and man power as needed for prevention and education activities.
- UVU Wellness Programs has many requests from various campus entities for wellness education, Drug & Alcohol education, etc. UVU Wellness Programs is reliable and timely in responding to requests across campus, thus maximizing our ability to notify students of services offered.
- UVU Wellness Programs has developed good working relationships and referral systems with Student Health Services. Student Health Services has affordable therapists available to students.
- UVU Wellness Programs has a communication and referral system in place with the Student Conduct & Conflict Resolution office. Student Conduct & Conflict Resolution administers the Student Code of Conduct and Judicial Process, and responds to Drug & Alcohol Policy violations and concerns.
- UVU Wellness Programs has budgeted for the National College Health Assessment (NCHA) from ACHA every two years. The NCHA allows our campus to be evaluated for Drug & Alcohol problems, behaviors, and areas of improvement.

Areas of Improvement

- Currently not sending out letters to parents of incoming college freshmen regarding Drug & Alcohol abuse prevention.
- Need to improve referral and communication system between Student Health Services, Ombudsman, Student Conduct & Conflict Resolution, and UVU Wellness Programs.
- Need to identify best marketing strategies to notify students of our services.
- Need to assure evidence based approaches to Drug & Alcohol education and prevention.

- Fulfilling needs of students with violations of Drug & Alcohol policies. Currently looking into offering Prime for Life classes on campus for these students.
- Identifying and fulfilling needs of high-risk groups on campus.
- Refining our online presence and making resources more accessible online (our website, social media sites, etc.)

Procedures for Distributing Drug & Alcohol Policy

The Drug & Alcohol policy for Utah Valley University can be found in the University Policy Manual and the UVU Student Code of Conduct pamphlet. The Policy Manual can be found online at <https://www.uvu.edu/policies/officialpolicy/index.php>. The UVU Student Code of Conduct pamphlets are handed out at each Incoming Freshmen orientation. Orientations are mandatory for Incoming Freshmen.

The policy is also posted on the UVU Wellness Programs website:

<http://www.uvu.edu/wellness/aboutus/aod.html>.

In addition, the policy is emailed to all students, staff, and faculty at the beginning of each semester. A copy of the policy and statement is then posted on UV Announce, which shows up each time a student or employee logs onto UV link. A link to the policy and statement is at the end of this document.

Recommendations for Revising Drug & Alcohol Programs

- Apply for the NCAA Choices grant. This would give us funding for the next three years to create collaborative programming with the UVU Athletics program. Additional Drug & Alcohol prevention events could be hosted on campus. UVU Wellness would also work with Athletics to create a Student Athlete Mentor program.
- Increase cross referrals between UVU Wellness Programs, Student Health Services, and Student Conduct & Conflict Resolution offices.
- Send out letters to parents of Incoming Freshmen regarding Drug & Alcohol statistics on college campuses and prevention information.
- Add link to policy and prevention information to high-traffic pages on the UVU website. (Including but not limited to: Student Life page, UVUSA page, Parking, Campus Connection, etc.)
- Investigate different Drug & Alcohol classes that could be offered to students with violations. Set up meeting with Prime for Life to determine possibility of hosting classes on campus.
- Increase collaboration with the Utah County Health Department and Public & Community Health Department to provide more evidence based Drug & Alcohol programming.
- Attend in-person meetings with SMART Utah County. Increase collaboration efforts with our University and the SMART community board members.

Copy of Policy Statements Distributed to Students and Employees

A full copy of the policy statement emailed to students each semester can be viewed below and is also found [here](#).

2015-2016 HEA STUDENT DISCLOSURE NOTICES NOTICE OF AVAILABILITY OF INSTITUTIONAL AND FINANCIAL AID INFORMATION

Student Consumer Information at UVU

The Higher Education Act, as amended, requires that Utah Valley University annually distribute to all enrolled students a notice of the availability of institutional and financial aid information. Please see <http://www.uvu.edu/compliance/heastudentconsumer.html> for available financial assistance as well as all required student consumer information. If you would prefer to receive a paper copy of this information please contact the Financial Aid and Scholarships Office.

Phone: 801-863-8442

Location: 800 West University Parkway Browning Administration Building,
Room 105 Mail Stop 164 Orem, Utah 84058-6703

UVU is a drug free institution.

Utah Valley University is a drug free institution. Students, who have been convicted of possession or sale of illegal drugs when the offense occurred while receiving federal financial aid, are not eligible for federal financial aid. If students have a drug conviction or an offense, the Financial Aid and Scholarships Office must determine if their conviction affects their eligibility. For federal help or questions, please call 1-800-433-3243.

PRIVACY OF STUDENT RECORDS (FERPA) Privacy of Student Records (FERPA)

Students' right to review their educational records

The Policy of Utah Valley University concerning confidentiality of student academic records reflects a reasonable balance between the obligation of the institution for the instruction and welfare of the student and its responsibility to society. The University will make every effort to maintain student academic records in confidence. The policy also reflects the efforts of the University to comply with provisions of the Family Educational Rights and Privacy Act of 1974 (FERPA). Upon presentation of appropriate identification, a student has the right to inspect and review their education records. <http://www.uvu.edu/registration/>

Directory Information: In order to disclose without prior consent, the institution must provide the type of information disclosed, the student's right to refuse, and the time period a student has to notify the University in writing of refusal. Students may withhold disclosure of information under the Family Educational Rights and Privacy Act of 1974 (FERPA), as amended. To withhold disclosure, written notification must be received at Admissions/Records/One Stop Office of the University. Forms requesting to withhold Directory Information are available at One Stop or the Registrar's Office. <http://www.uvu.edu/registration/>

CAMPUS SECURITY REPORT - Clery Act

The safety and well-being of our students, faculty, and staff are a high priority at Utah Valley University. Although the UVU campus is a relatively safe place, we are not immune to those problems that beset all urban citizens, including problems related to public safety and law enforcement. The Utah Valley University Police Department (UVUPD), a police force fully accredited by the State of Utah, is charged with protecting members of the campus community and property on the campus. The full support and cooperation of the entire University community is required to allow for the pursuit of knowledge in a safe and secure environment.

Utah Valley University provides several important services to a diverse University community (consisting of approximately 32,000 students and supporting faculty and staff) by providing 24-hour-a-day police patrol and security protection for the benefit of all University properties, employees, students and visitors at the Orem campus. Utah Valley University police officers have the same full police powers and responsibilities as do officers in other Utah law enforcement agencies.

In compliance with the Higher Education Act annually, by October 1, the University publishes a Campus Security Report. The current Campus Security Report is available on the University's website at: <http://www.uvu.edu/police/docs/clery2014.pdf>.

The Campus Security Report contains relevant University policies, information about how to report an alleged crime occurring on campus, the latest crime statistics, facilities security and maintenance considerations, details of University sponsored crime prevention programs, and information about a wide variety of other safety and security topics, including information on the prevention and reporting of sexual violence. The report also contains the University's emergency response, timely warnings, and campus evacuation procedures.

If you have questions about the annual Campus Security Report or, if you would like to obtain a paper copy of the report, contact University Police at 801-863-7079 or address a written request to John Brewer, Director of Public Safety, MS195, Utah Valley University, 800 West University Parkway, Orem, Utah 84058.

DRUG, ALCOHOL AND TOBACCO LAWS AND PREVENTION

Utah Valley University is a drug-free campus. Utah Valley University has developed an alcohol, drug, and tobacco policy, along with prevention resources through Wellness Programs and community partnerships, not only in response to the federal drug-free legislation, but also to encourage and sustain an academic environment that promotes the health, safety, and welfare of all members of its community. The University will impose appropriate sanctions, including, but not limited to, suspension or expulsion should a violation of the Drug and Alcohol Policy occur.

Drug, Alcohol and Tobacco laws and prevention information can be found at:

<http://www.uvu.edu/wellnessed/>

The Drug and Alcohol policy, Students Rights and Responsibilities Code, and due process and sanctioning guidelines can be found at: <http://www.uvu.edu/studentconduct/>

Judicial Affairs makes available to the public and/or the Department of Education, upon request, a copy of the information distributed to students and employees. A biennial review of the University's programs will include, but is not be limited to:

1. A determination of the effectiveness of the program and implementation of changes as needed;
2. The University will determine the number of drug and alcohol-related violations and fatalities that occur on the University's campus or as part of the University's activities, and ensure that such violations are reported to Campus Police;
3. A review of the number and types of sanctions that are imposed; and
4. An assurance that sanctions are consistently enforced.

Contact Student Conduct and Conflict Resolution at 801-863-7232 for assistance or inquiries about the program. Student Conduct and Conflict Resolution is located in SL 212b.

INTERCOLLEGIATE ATHLETIC PROGRAM

Participation Rates and Financial Support Data

Intercollegiate Athletic Program Participation Rates and Financial Support Data Each coeducational collegiate institution that participates in a federal student financial aid program and sponsors intercollegiate athletics is required to file a yearly report on its athletics participation, staffing, revenues and expenses with the Department of Education. Utah Valley University's Athletic Program Participation Rates and Financial Support Data may be accessed at <http://ope.ed.gov/athletics/Index.aspx>.

A copy of this report may be requested by contacting Nikki Scott, Associate Athletics Director - Budgets & Travel, at nikki.scott@uvu.edu.

COPYRIGHT INFRINGEMENT and ILLEGAL FILE SHARING NOTICE

Copyright Infringement

The purpose of this memo is to officially notify all students, faculty, and staff, that it is a violation of federal law and University policy to share and/or distribute copyrighted materials without the permission of the copyright holder. Violators may be subject to civil and criminal prosecution under federal law, as well as personal sanctions specified in University policy.

Copyright infringement is the act of exercising, without permission or legal authority, one or more of the exclusive rights granted to the copyright owner under section 106 of the Copyright Act (Title 17 of the United States Code). These rights include the right to reproduce or distribute a copyrighted work. In the file-sharing context, downloading or uploading substantial parts of a copyrighted work without authority constitutes an infringement.

Penalties for copyright infringement include civil and criminal penalties. In general, anyone found liable for civil copyright infringement may be ordered to pay either actual damages or statutory damages affixed at not less than \$750 and not more than \$30,000 per work infringed. For willful infringement, a court may award up to \$150,000 per work infringed. A court can, at its discretion, also assess costs and attorneys' fees. For details, see Title 17, United States Code, Sections 504, 505.

Willful copyright infringement can also result in criminal penalties, including imprisonment of up to five years and fines of up to \$250,000 per offense.

For more information, please see the web site of the U.S. Copyright Office at www.copyright.gov, especially their FAQ's at www.copyright.gov/help/faq.

Utah Valley University also provides the following sources of information about Copyright issues and procedures:

<http://www.uvu.edu/copyright/>

http://www.uvu.edu/copyright/copyright_infringement.html

Illegal File Sharing

This is an important notification intended for your protection. Please take it seriously!

Courts have recently imposed fines between \$22,500 and \$80,000 per song (or other copyrighted material) against individuals found guilty of violating copyright laws.

The University has received complaints from representatives of the motion picture, music recording, and software industries. The majority of the complaints are directly related to the use of file-sharing software, such as KaZaA, Gnutella, eDonkey and similar programs.

File sharing software is most commonly used to download music and other media. Many do not realize that this software may turn your personal computer into a server, or upload site, even if that was not your intent. Files on your network-connected PC may then be illegally shared with every other person connected to the World Wide Web. It is imperative that the file sharing capability of these systems be disabled. If you do not know how to disable this function, please contact the IT Service Desk at 801-863-8888.

Industry representatives aggressively monitor the Internet to discover incidents of illegal file sharing. When violations are discovered, they contact the network owner and/or the Internet Service Provider and demand that the offending device be disconnected from the network. To protect the user and the University from further culpability under federal copyright law or University policy, the University will disable network access for any machine for which a complaint of copyright infringement has been received.

To restore network service, the user must contact the IT Service Desk and arrange to sign a document stating that the user has disabled the file sharing function of their software and has agreed to discontinue all illegal file sharing activity. If the user is named in additional

complaints, they may lose long-term access to network service. Students will be referred to the Dean of Students, staff to their respective vice president, and faculty to the Academic Vice President for further review and action.

Action taken by the University to remedy a violation does not preclude the copyright holder from seeking civil and/or criminal prosecution for copyright infringement. In addition, actions taken to circumvent technological measures that are used to control access to copyrighted works or to prevent infringement of the exclusive rights of copyright owners are punishable by awards of statutory damages of \$200 to \$2,500 per act of circumvention.

Students are encouraged to find alternatives to illegal file sharing such as purchasing music, movies, and other copyrighted materials through on-line stores and services. Examples of such services include iTunes, Amazon.com, Barnes and Noble, Rhapsody, etc.

For more information see <http://www.uvu.edu/oit/heoa>

TITLE IX STATEMENT

“No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance...” 20 U.S.C. § 1681

Utah Valley University Title IX and Sex Discrimination Information and Responsibilities

Title IX of the Education Amendments of 1972 (Title IX) prohibits discrimination based on gender in educational programs that receive federal financial assistance. Equity in athletics is one component of Title IX. Other programs and activities may include: recruitment, admissions, financial aid, and scholarships; course offerings and access; hiring and retention; and benefits and leave. Under Title IX, discrimination on the basis of sex can include sexual harassment or sexual violence, such as rape, sexual assault, sexual battery, and sexual coercion. Utah Valley University does not tolerate sexual assault, harassment, or any other unwelcome verbal or physical sexual activity, including the support or assistance of such activities. The University will take immediate action to eliminate the sexual harassment or sexual violence, prevent its recurrence, and address its effects. The University has established a grievance procedure to ensure prompt and equitable resolution of complaints of sex/gender discrimination. Individuals with questions, concerns, or those who wish to understand their options, including informal options, or to file a complaint of gender discrimination, may contact the University's Title IX Coordinator. Additional information is available at:

http://www.uvu.edu/equalopportunity/title_9_sexual_misconduct.html.

For information on options and resources if you have been sexually assaulted see the brochure at <http://www.uvu.edu/studentconduct/docs/sexualassaultbrochure.pdf>

Title IX inquiries and complaints should be referred to the University's Title IX coordinator:

Melissa Frost
Director of Equal Opportunity/Affirmative Action
Browning Administration Building 203a
(801) 863-7590
melissa.frost@uvu.edu

OR

Ashley Larsen
Senior Deputy Title IX Coordinator & Director, Student Conduct and Conflict Resolution
Student Life and Wellness Building 201
(801) 863-8665
alarsen@uvu.edu

Inquiries and complaints regarding faculty or staff conduct may be referred to the Director of Employment Services in Human Resources:

Kurt Ashworth
Deputy Title IX Coordinator & Director Employment Services
Browning Administration Building Room 110
(801) 863-5360
kashworth@uvu.edu

Detailed information about the University's Sexual Harassment Policy, and Grievance and Complaint Procedures, can be found (for both students and employees) under Policy 162, Sexual Misconduct.

These policies can be found online at <https://www.uvu.edu/policies/officialpolicy/index.php>

The Title IX coordinator is responsible for coordinating the University's compliance with Title IX, complaints of sex/gender discrimination, including sexual violence, and identifying and addressing any patterns or systemic problems that arise during the review of such complaints. Accordingly, every UVU employee has been designated as a responsible employee with a duty to report incidents of sexual harassment, violence or assault to the Title IX Coordinator or a Deputy within 24 hours.

Filing a Complaint

Complaints of gender discrimination may be submitted to the Title IX Coordinator, the Office of Student Conduct (formerly Judicial Affairs) or Employment Services in Human Resources. Additionally, the University Title IX Coordinator is available as a resource to any dean or other UVU faculty or staff member who receives an allegation of student sexual misconduct. Complaints should be submitted in writing, whether in person, through email, or online at: http://www.uvu.edu/equalopportunity/report_complaint.html or through email at: TitleIXCoordinator@uvu.edu.

Upon submitting a complaint, students should receive information regarding their rights, the grievance procedures, and applicable resources, including:

- Contact information for a victim's advocate and/or mental health counselor:
 - o Orem City Public Safety Victim Assistance Program – 801-229-7128,
 - o Student Health Services – 801-863-8876;
- Contact information for the UVU Police Department:
 - o UVU Police – 801-863-5555; or
 - o The proper authority for the jurisdiction where the event occurred.
- An explanation of the various assistance options including interim measures the University provides, such as changing classes, incomplete or withdrawals, counseling services, letters of support to modify housing, academic support and accommodations, and assistance from the University Ombuds;
- Comprehensive information covering the topic of how to stay safe, which may include security escort and emergency text message services, how to prevent and/or respond to sexual assault, including safety planning and resources or personal protection orders (institutional no contact letters or a protective order through the courts).

Grievance Procedures

In some cases, informal resolution methods may be voluntarily used. However, complainants have the right to end the informal process at any time and begin a formal complaint process. The University will conduct a full investigation of the complaint, and will establish a timeline for prompt and effective resolution.

- Both parties will be treated fairly and with respect
- Both parties may have a support person of their choice,
- Both parties will be given the opportunity to respond to the information received
- Both parties will be simultaneously notified in writing of the outcome of the complaint.
- Either party may file a request for review of University action associated with the outcome, if applicable under policy.

Every complainant has the right to present his or her case. This includes the right to prompt, thorough, and impartial investigation of complaints, by trained investigators, the right to have an equal opportunity to present witnesses and other evidence, and the right to the same review processes, for both parties.

Every complainant has the right for the complaint to be decided using a preponderance of the evidence standard (i.e., it is more likely than not that the events occurred as alleged).

A full copy of the policy statement emailed to employees each semester can be found below.

Higher Education Opportunity Act Disclosure/Notices

To All Current Full- and Part- time Employees of Utah Valley University

The Higher Education Opportunity Act (Public Law 110-315) (HEOA) was enacted on August 14, 2008, and reauthorized the Higher Education Act of 1965, as amended (the HEA). The HEA requires the University to provide a number of disclosure and notices to all current employees. This HEA requirement is designed to help employees locate important information about their employment at the University.

The attached information has been provided for you by the Office of Human Resources. You are encouraged to review the attached information and the links provided to various required notifications and to refer back to the information as needed throughout the year.

In addition to the notices from Human Resources, you are encouraged to review the University's Code of Conduct which summarizes university policy regarding the responsibility we each share to ensure that our work and learning environment is a place of respect and integrity. The University Code of Conduct can be found at http://www.uvu.edu/compliance/docs/code_of_conduct_adopted_12-12-13.pdf

If you have any questions about the attached notices, I invite you to contact Human Resources directly. If you have any question about the HEA or the University Code of Conduct, please feel free to contact me at the contact information below.

Best regards,
Nancy L. Bartlett
University Compliance Officer
BA203d
801-863-8156
Nancy.Bartlett@uvu.edu

Attachments:

[\[View\]](#) Annual Notices to Employees Email Message 2016.pdf

[More information](#)

[\[Print \]](#)