

 جامعة الإمارات العربية المتحدة United Arab Emirates University 	Academic Personnel Policies Manual	Policy Number	AP-10
		Effective Date	02-Mar-2014
	Subject	Most Recent Review Date	01-Dec-2013
	Faculty Discipline	Due Date for Next Review	01-Sep-2016
	Responsible Office: DVC for Academic Affairs	Pages of this Policy	1 of 2

10. Faculty Discipline

Overview

Outlines how misconduct is determined, procedures to deal with it, and the sanctions that apply.

Scope

Applies to all faculty members and instructors of the UAEU.

Objective

Policy on the Code of Professional Conduct and Policy on Faculty Responsibilities details the high standards of conduct expected of faculty members and the duties that faculty members are contracted to undertake. Contraventions of these policies are grounds for disciplinary action. This policy makes clear how such misconduct is adjudicated and the measures that will be taken as a result.

Policy

1. Actions or behavior in contravention of the UAEU Code of Professional Conduct and its Policy on Faculty Responsibilities, or other actions and behavior deemed to have impaired the proper functions and reputation of the UAEU, constitute a breach in the standards expected of faculty by the UAEU. Any such breach will be subject to disciplinary procedures and may result in sanctions.
2. Due process will include:
 - a) Written notice of the alleged breach of conduct;
 - b) Opportunity to respond to the charge(s) in writing;
 - c) A hearing before a committee unless the faculty member waives this right or otherwise settles the dispute;
 - d) A right to be represented by a lawyer;
 - e) A written decision giving evidence that the facts as alleged do or do not constitute breach of conduct with grounds for disciplinary sanctions; and
 - f) Opportunity for appeal.
3. Available sanctions are limited to:
 - a) Verbal warning;
 - b) Written warning maintained in the faculty member's personnel file;
 - c) Admonition with partial suspension of salary for a period not exceeding one week;
 - d) Admonition with suspension of payment of all or part of the salary for a period not less than one week and not exceeding six months;
 - e) Revocation of academic rank (appropriate only if the misconduct is relevant to the academic promotion of the faculty member);
 - f) Termination of services without prejudice to payment of any remuneration and benefits due; or
 - g) Termination of services with no payment of all or part of the remuneration and benefits that would otherwise have been due.

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4. Depending on the seriousness of the alleged breach of conduct, the Dean will seek to address the allegations and identify a resolution without resort to a full disciplinary procedure. The Dean has the authority to impose sanctions (a), (b) and (c) without full procedure where the alleged breach is verified in discussion with the faculty member, and with the agreement of the faculty member under investigation.
5. The Vice Chancellor must adjudicate in cases where sanctions (d), (e), (f), and (g) apply.
6. All parties involved in the disciplinary procedure are obliged to strict conditions of confidentiality concerning all matters and individuals involved in the case.
7. The disciplinary action does not cease to be effective with the resignation of the faculty member, and the disciplinary action shall have no bearing upon any criminal or civil action involving the same incident attributed to the faculty member.