

University of Louisiana Monroe  
School of Pharmacy  
Code of Ethical and Professional Conduct

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1.0 PREAMBLE

- 1.01 A student pharmacist holds the health and safety of patients to be of primary importance. The student renders to each patient the full measure of his/her ability as an essential health care practitioner.
- 1.02 A student pharmacist strives to gain professional knowledge and to render the best professional judgment.
- 1.03 A student pharmacist is required to obey federal, state, and local statutes and ordinances

and abide by the provisions contained therein until my enrollment in the SOP is terminated.

2.02.2 The Office of the Dean will deny admission to any student who refuses to sign the reaffirmation as required in Section 2.02

2.03 The Office of the Dean will administer and maintain all records pertaining to the pledge (Section 2.01) and reaffirmation (2.02).

### 3.0 VIOLATIONS

3.01! Violations of the School of Pharmacy Code of Ethical and Professional Conduct pertaining to academic honesty include but are not limited to:

3.01.1 The receipt, possession or use of any material or assistance not authorized by the instructor in the preparation of papers, reports, examinations, or any class assignment to be submitted for credit as a part of a course or to be submitted to fulfill School of Pharmacy (SOP) requirements. The receipt, possession or use of any aid or material prohibited by the instructor while an examination or quiz is in progress.

3.01.2 Knowingly giving assistance not authorized by the instructor to another in the preparation of papers, reports, or laboratory data and products.

3.01.3 Knowingly giving assistance not authorized by the instructor to another while an examination or quiz is in progress.

3.01.4 Lending, giving, selling or otherwise furnishing to another any material or

- 3.02.5 Misusing or misrepresenting one's status as a pharmacy student or the right to use any University property and facilities.
- 3.02.6 Stealing, damaging, defacing, or unauthorized use of any property of the School of Pharmacy or University. Diversion of any School of Pharmacy or University property to one's own use.
- 3.02.7 Engaging in any facet of

after the designated time period. Such requests must be submitted in writing to the Dean of the School of Pharmacy.

4.03 Reprimand with inclusion of a letter of reprimand in the student's file that is maintained in the Dean's Office for a period of time designated by the Dean. This letter will remain in the student's file for not less than the following two academic terms of residence.

4.03.1 It will be the responsibility of the student to request removal of the letter of reprimand from his/her file after the designated time period. Such requests must

5.02 Eligibility to Serve on the Board

5.02.1 To be eligible to serve on the Board, the student must be in good standing with the University and School of Pharmacy. The term good standing indicates that the student is not under academic sanctions and has not been sanctioned for ethical and/or professional misconduct during their tenure in the School of Pharmacy.

5.02.2 In the event a student member is ineligible or unable to complete their one year term an alternate will be appointed by the office of the Dean.

5.03 Responsibilities of the Faculty Chairperson:

5.03.1 To call all meetings of the Board and to preside at all meetings.

5.03.2 To record the minutes of all regular and special meetings held by the Board.

5.03.3 To submit to the Associate Dean of Academic Affairs in a timely manner, a written report of all findings and recommendations of the Board.

5.03.4 To notify Board members of all regular and special meetings.

5.03.5 To receive all notifications of alleged violations of the Code from the Associate Dean of Academic Affairs considered meaningful and/or not frivolous (Section 9.02)

5.04 Responsibilities of the Board:

5.04.1 To hear cases of alleged violations of the Code:

5.04.1.1 Board members are required to attend all hearings in which a student

of six years following hearing the case. Access to these records will be limited as indicated by applicable law, University policy concerning





Section9.05.1.

- 10.09 Following presentation of all evidence and witnesses and questioning by the student, charging party, and members of the Board Hearing Committee, all parties will be excused while the Board Hearing Committee deliberates. (s) ( ) 5 (t) 1 (nne) 1 (di) 4 ( ) 5 (of) .24 0 0 0.2
- 10.10 The parties will remain available in the event that they are recalled. The Faculty Chairperson may recall the parties for further questioning if it is deemed necessary for the Board Hearing Committee to discharge their duty. All parties have the right to be present during further questioning.
- 10.11 The Faculty Chairperson may grant a recess at the request of members of the Board Hearing Committee or the parties involved to be allowed time for further preparation.
- 10.12 The Faculty Chairperson and members of the Board Hearing Committee shall not discuss the evidence or testimony in the presence of the parties.
- 10.13 All hearings shall be recorded, and summary minutes and the recordings of the proceedings shall be kept in the Office of the Dean in accordance with University policies on record retention. Summary minutes and recordings will be made available to the accused student upon request.

11.0 BOARD HEARING COMMITTEE DELIBERATIONS

- 11.01 The burden of proof rests with the charging party and will be satisfied by a preponderance of evidence. The record owner is (s) ( ) 5 (t) 1 (nne) 1 (di) 4 ( ) 5 (of) .24 0 0 0.2

12.0 ACTIONS IN RESPONSE TO BOARD HEARING COMMITTEE'S FINDINGS

12.01 The Associate Dean of Academic Affairs will receive the findings and will notify the student charged, in writing, of the findings.

12.02 The Associate Dean of Academic Affairs will notify in writing (a) the accused student, (b) the accuser(s), (c) the faculty involved, (d) the Faculty Chairperson of the Board of Ethical and Professional Conduct, and (e) the Dean of the action to be taken by the School of Pharmacy.

12.03 Upon notification of action, either the charged or the accusing party may appeal to the

