AZERBAIJAN TECHNICAL UNIVERSITY

Code of Conduct Policy

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1. CONTEXT AND PURPOSE

Ethical conduct, academic integrity, professionalism, and mutual respect are fundamental to the mission and sustainability of Azerbaijan Technical University (hereinafter “AzTU”). As a public higher education institution, AzTU operates within a legal, social, and academic environment that requires high standards of behaviour, accountability, and institutional trust.

AzTU recognises that a shared understanding of ethical expectations is essential for preserving academic traditions, supporting continuous institutional development, and strengthening the University’s national and international reputation.

The purpose of this Code of Conduct Policy (hereinafter the “Policy”) is to establish a clear institutional framework that:

- defines shared values, ethical principles, and behavioural standards for the University community;
- promotes a respectful, inclusive, and supportive educational and research environment;
- safeguards academic integrity and professional conduct;
- supports accountability and trust within the University and in its engagement with society.

This Policy serves as a guiding document for students, staff, and management and contributes to a positive organisational culture aligned with AzTU’s mission, strategic objectives, and public responsibilities.

2. KEY TERMS AND DEFINITIONS

For the purposes of this Policy, the following terms are used to ensure consistent interpretation and application:

Code of Conduct: A set of ethical principles, standards, and rules governing behaviour within the Azerbaijan Technical University community.

Academic Integrity: Commitment to honesty, originality, fairness, and responsibility in learning, teaching, research, and assessment.

Discrimination: Any distinction, exclusion, or restriction based on race, nationality, religion, language, gender, beliefs, social origin, or other characteristics that undermines equality, dignity, or equal opportunities.

University Property: All physical, digital, financial, and intellectual assets owned, leased, or managed by AzTU.

Stakeholders: Students, academic staff, administrative employees, management, governing bodies, and external partners interacting with the University.

Misconduct: Any action or omission that violates this Policy, AzTU internal regulations, or applicable legislation.

3. APPLICABILITY

This Policy applies across Azerbaijan Technical University and establishes mandatory behavioural standards for all members of the University community.

Specifically, this Policy applies to:

- undergraduate, graduate, doctoral, and other enrolled students;
- academic, teaching, research, administrative, and support staff;
- University management and members of governing, decision-making, and advisory bodies.

This Policy applies to conduct occurring:

- on University premises, including classrooms, laboratories, libraries, dormitories, and common areas;
- during academic, research, administrative, cultural, and extracurricular activities;
- in digital and online environments related to University activities;
- in interactions with external organisations and society where AzTU's interests or reputation may be affected.

Compliance with this Policy is mandatory regardless of position, status, or contractual relationship.

4. GOVERNANCE

Governance of ethical conduct at AzTU is embedded within existing institutional leadership and oversight structures to ensure accountability, consistency, and fairness.

University Council: Serves as the highest governing body responsible for strategic oversight of this Policy. The University Council:

- approves the Code of Conduct Policy and subsequent amendments;
- ensures alignment with AzTU's mission, values, strategic objectives, and national legislation;
- promotes ethical standards and academic integrity at the institutional level;
- reviews systemic or significant ethical issues affecting governance or reputation.

University Management: Responsible for operational implementation of this Policy, including:

- promoting awareness and understanding of behavioural expectations;
- ensuring fair, transparent, and consistent application;
- supporting a culture of respect, accountability, and professionalism;
- taking timely and appropriate action in response to reported misconduct.

Staff Responsibilities: All employees are expected to:

- act with integrity, professionalism, and respect;
- serve as role models for ethical behaviour and academic integrity;
- respect the rights, dignity, and diversity of students and colleagues;
- use University resources responsibly and protect institutional reputation.

Student Responsibilities: Students are required to:

- behave honestly and responsibly in academic and non-academic activities;
- respect academic staff, University employees, and fellow students;
- comply with academic integrity standards and examination rules;
- take personal responsibility for their conduct and decisions.

5. CODE OF CONDUCT PRINCIPLES, RISK AREAS, AND INSTITUTIONAL STANDARDS

This section defines the ethical principles, behavioural expectations, and institutional standards that guide conduct at AzTU and address areas of potential risk.

5.1. Core Ethical Principles and Zero-Tolerance Conduct

The AzTU community is guided by the following core principles:

- respect for diversity, dignity, and inclusion;
- integrity, honesty, and fairness;
- responsibility and accountability;
- professionalism and ethical behaviour;
- collaboration, innovation, and continuous learning;
- protection of fundamental rights and freedoms.

AzTU applies a zero-tolerance approach to discrimination, harassment, intimidation, and abusive or offensive behaviour.

5.2. High-Risk Behavioural Areas

Heightened attention is given to areas where misconduct may pose significant institutional or reputational risk, including:

- teaching and assessment processes;
- student–staff interactions;
- use of authority or power imbalance;
- management of conflicts, grievances, and complaints;
- representation of AzTU in public or digital spaces.

5.3. Academic Integrity and Teaching–Learning Environment

All members of the University community must uphold academic integrity. Teaching and learning activities must not be disrupted, undermined, or manipulated. Academic dishonesty, including plagiarism, cheating, or falsification, constitutes misconduct.

5.4. Respect, Inclusion, and Professional Relations

Interactions within the University must be based on mutual respect and professionalism. Discriminatory, harassing, or exclusionary behaviour is prohibited. Differences of opinion may be expressed respectfully and without intimidation or retaliation.

5.5. Use of University Property and Institutional Reputation

University property must be used lawfully, efficiently, and responsibly. Damage to property may result in liability in accordance with the legislation of the Republic of Azerbaijan.

Smoking, political or religious propaganda, unauthorised postings, and non-compliance with safety or identification procedures are prohibited on University premises.

Members of the University community must act in ways that protect and enhance AzTU's reputation.

5.6. Innovation, Development, and Responsible Engagement

AzTU encourages innovation, effective time management, and the use of modern technologies to improve academic and administrative processes. Students and staff are expected to demonstrate initiative, creativity, and commitment to continuous development.

6. IMPLEMENTATION

This Policy is implemented through integration into AzTU's academic, administrative, and student governance processes. Behavioural expectations are embedded in orientation programmes, internal regulations, disciplinary frameworks, and awareness activities.

Operational procedures for handling misconduct, complaints, and disciplinary actions are governed by separate institutional instruments and applicable legislation.

7. MONITORING AND PERFORMANCE INDICATORS

Monitoring ensures that this Policy is applied consistently and effectively across AzTU. Oversight focuses on identifying trends, systemic risks, and areas for improvement.

Monitoring activities may include:

- recording and analysis of reported misconduct cases;
- review of academic integrity violations;
- feedback from students and staff;
- assessment of compliance with internal regulations.

Key Performance Indicators (KPIs) may include:

- number and type of Code of Conduct violations;
- timeliness of case handling and resolution;
- reduction in repeated or serious misconduct;
- participation in ethics awareness or training activities;
- indicators of institutional reputation and stakeholder trust.

8. POLICY EVOLUTION

This Policy is reviewed at least once every two years or earlier where legislative changes, institutional priorities, or monitoring outcomes require revision.

The responsible University unit coordinates the review process and submits proposed amendments for approval by the University Council. Until a revised version is approved, the current Policy remains in force. Previous versions are retained for transparency, reference, and audit purposes.

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