

**HEALTH SCIENCE CENTER HANDBOOK OF OPERATING PROCEDURES**

Chapter 10	Ethics, Standards of Conduct, and Relationships with External Entities	Effective:	April 2000
Section 10.1	Ethics, Standards of Conduct, and Relationships with External Entities	Revised:	December 2008
<b>Policy 10.1.3</b>	<b>Personal Use of University Resources, Equipment, and Assets</b>	Responsibility:	Chief Legal Officer

## **PERSONAL USE OF UNIVERSITY RESOURCES, EQUIPMENT, AND ASSETS**

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### **Policy**

It is a violation of state law and Health Science Center policy to use any Health Science Center resources for personal gain. Additionally, use of state funds for the purpose of influencing the outcome of any election or the passage or defeat of any legislative measure is strictly prohibited; the use of state-owned vehicles in connection with any political activity or campaign is expressly prohibited. State funds may not be used to pay faculty and staff of the Health Science Center who violate these provisions.

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### **Incidental Use**

The incidental use of items such as e-mail, the Internet, and telephones (excluding long distance) is permissible provided that the use complies with all applicable policies and that the use does not result in additional cost to Health Science Center. A local phone call is an example or occasional use of e-mail or the world wide web. Any use of Health Science Center resources for personal financial gain is prohibited.

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