

# Montana State University Department of Physics Professional Expectations

As professional scientists and educators, a safe, constructive, healthy, and supportive work and learning environment is essential to our success. In the MSU physics department, we have clear professional expectations for ourselves and our colleagues. Promoting a safe, constructive, healthy, and supportive work and learning environment is the responsibility of everyone within the department, including faculty, staff, graduate students, and undergraduate students.

- All students and university personnel are required to adhere to the Montana State University policies and procedures on [Discrimination, Harassment and Retaliation](#).
- Both graduate and undergraduate students are required to adhere to Montana State University's [Student Code of Conduct](#).
- Faculty, staff, graduate research assistants, graduate teaching assistants, and administrators are required to adhere to Montana State University's [Ethical and Professional Standards](#).

In addition to adhering to the above policies and any other university policies that apply to Montana State University faculty, staff, and students, all members of the Department of Physics are expected to hold themselves to the highest professional standards, in part by committing to the following:

1. To conduct ourselves in a professional and considerate manner at all times while at work or otherwise representing the Department.
2. To actively encourage a healthy, safe, supportive, and welcoming environment for the creation and dissemination of scientific knowledge by:
  - a. Treating everyone with respect and dignity. Harassment (including sexual harassment) and bullying are unacceptable. Definitions and examples of harassment and bullying are available on the [MSU website](#).
  - b. Taking concerns of students and colleagues seriously.
  - c. Being familiar with and respecting all applicable rules and policies of MSU.
  - d. Being accountable: when we fail to meet these guidelines, to work together to identify problems and adjust policy and practice.
  - e. Taking personal responsibility for:
    - Promoting a non-hostile and constructive environment for everyone within the department.
    - Considering the safety of everyone within the department.
    - Taking appropriate steps when we become aware of hostile or harmful behavior.
3. To assess and evaluate the work and contributions of all department members impartially, keeping all feedback professional and constructive.
4. To promote equality of opportunity and fair treatment regardless of gender, race, ethnic and national origin, religion, age, marital status, sexual orientation, gender identity and expression, disability, and veteran status.

Unacceptable behavior that violates these professional expectations will be viewed as promoting a hostile and unconstructive work environment. The consequences, including potential dismissal, loss of financial support, loss of office space, and/or loss of access to research facilities will follow the guidelines described in the [MSU Faculty Handbook](#) and as set forth by the MSU Office of Institutional Equity as appropriate.

Violations of these professional expectations should be reported to the Department Head or, if a conflict of interest arises, to the Dean of the College of Letters and Sciences. Alternatively, reports of violations may be made directly to the responsible parties described in the [MSU Personnel Policy](#). Violations of the Student Code of Conduct can be reported to the [Dean of Students](#). As needed, additional reporting will follow the guidelines set forth in the current [Personnel Policy of MSU](#). Questions about or reports of protected class discrimination or harassment can be made to the [Office of Institutional Equity](#).