4.09.03 Adoption of Resolution #010-04, Code of Ethical Conduct for All Coast Community College District Personnel

Based on the requirements of Accreditation Standard lIl.A.1.d., it is recommended by the Chancellor and the Vice Chancellor of Human Resources that the Board adopts the resolution below relating to Ethical Conduct for all Coast Community College District Employees.

WHEREAS, the Coast Community College District is comprised of professionals who are dedicated to promoting a climate which enhances the worth, dignity, potential, and uniqueness of each individual within the District community; and

WHEREAS, the Districts employees work in various settings and positions, the expectation of all is a commitment to protecting human rights and pursuing academic excellence; and

WHEREAS, the conduct of District employees as public employees shall be worthy of the respect and confidence of the community we serve. Employees must, therefore, avoid conduct which is in violation of the public trust or which creates a justifiable impression among the community that such trust is being violated.

NOW, THEREFORE, BE IT RESOLVED that this Code of Ethics is a public statement by the members of the Coast Community College District that sets clear expectations and principles to guide practice and inspire professional excellence.

BE IT FURTHER RESOLVED that All District employees shall exhibit openness and reliability in what is said and done as educational leaders. Administrators, faculty, staff, and student employees shall confront issues and people without prejudice, and do everything possible to demonstrate a commitment to excellence in education without compromise of the following principles of ethical behavior.

Coast Community College District Employees Shall:

1. Dedicate themselves to the ideals and principles that will enable students to develop their talents and interests;

2. Demonstrate personal and professional integrity in supporting the mission of the District and the colleges;

3. Understand, appreciate, and contribute to the dynamics of positive interpersonal relationships when dealing with co-workers and the public;

4. Adhere to the principles of nondiscrimination and equality without regard to race, color, gender, sexual orientation, marital status, age, disability, religion or national origin;

5. Be fair and respectful in all interactions with colleagues, students, and the public, regardless of differences in personal values or beliefs;

6. Maintain a working and learning environment free from harassment, as defined by District policies;

7. Be honest and accountable in all District actions and activities;

8. Act within applicable laws, codes, regulations, and District policies and procedures;

9. Avoid conflicts of interest, or its appearance, between their obligations to the District and private business or personal commitments and relationships;

10. Maintain confidentiality regarding information about students or staff obtained in the course of 126 CCCD Agenda 2/03/10 professional duties;

11. Be good stewards of District assets;

12. Maintain and enhance job effectiveness and competency through professional development. With respect to students, all employees of the Coast Community College District have the responsibility to:

1. Keep foremost in mind at all times that the colleges and District exists to serve students.

2. Dedicate themselves to the ideals and principles that will enable students to develop their talents and interests;

3. Make every reasonable effort to create and protect an equal-access learning environment and equal access to the educational resources that will help students succeed;

4. Protect dignity and individual freedom, and assure that students are respected as individuals, as learners, and as independent decision-makers;

5. Protect students from disparagement, embarrassment or capricious judgment;

6. Understand, appreciate, and contribute to the dynamics of positive interpersonal relationships when dealing with students;

7. Adhere to the principles of nondiscrimination and equality without regard to race, color, gender, sexual orientation, marital status, age, disability, religion or national origin.

8. Invite students to participate in the established shared governance process;

9. Maintain high standards of professional conduct, and act with integrity when working with students.

Addressing Ethical Violations:

Violations of the Code of Ethical Conduct harm the District and its standing in the community. Procedures will be developed and adopted to ensure ethical violations can reasonably be reported, investigated, and addressed.

Approved and adopted this third day of February 2010.

President of the Board of Trustees