BP 3050 Institutional Code of Ethics

Reference:

Government Code Section 89503;
ACCJC Accreditation Standard 3;
WASC/ACS Criterion 2, Indicator 2.1;
ACCCA Statement of Ethics.

1.0 The District upholds a written code of professional ethics for all of its personnel.

2.0 The Chancellor shall establish appropriate administrative procedures in furtherance of the District's expectation and requirement of ethical conduct by employees in carrying out their duties for the benefit of the institution and the public in compliance with all applicable laws, policies, rules, and regulations. Such procedures shall ensure that employees treat other members of the District and members of the public with integrity and professionalism and describe how violations of ethics requirements are to be resolved.

3.0 No employee of the District may participate in the selection, award, or administration of a contract if they have a real or apparent conflict of interest.

4.0 No employee of the District may solicit gratuities, donations, or anything of monetary value from a vendor, contractor, or subcontractor. Also, no employee may accept an unsolicited gratuity, donation, or anything of more than nominal value from a vendor, contractor, or subcontractor.

4.1 An unsolicited gift or donation to the District from a vendor, contractor, or subcontractor to be used in service of the District's education functions may be accepted at the discretion of the Board of Trustees under the terms of BP 3820, Gifts and Donations.

4.2 This policy is not intended to preclude a District-affiliated foundation, through representatives other than District employees, from soliciting gifts or donations from District vendors, contractors, or subcontractors to be used for educational purposes such as scholarships or events supporting students.

5.0 A designated employee, as defined in AP 2710, Conflict of Interest, shall not accept gifts from a single source in any calendar year with a total value in excess of the prevailing gift limitation specified in law if the employee would be required to report income or gifts from that source on their statement of economic interests.

See Board Policy 2710 Conflict of Interest; Administrative Procedure 2710, Conflict of Interest; Board Policy 2715, Board Code of Ethics/Standards of Practice; Administrative Procedure 3050, Institutional Code of Ethics, and Board Policy 4030, Academic Freedom.

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