INSTITUTIONAL CODE OF PROFESSIONAL ETHICS

Reference: *Accreditation Standard III.A.1.d*

All employees of Southwestern Community College District are instrumental to the District's mission of providing an environment in which students successfully achieve their educational goals and objectives. To support this mission, each employee is charged with personal responsibility to demonstrate a commitment to excellence in education without compromise to the principles of ethical behavior, and to uphold the District's Code of Professional Ethics.

Code of Professional Ethics

1. Maintain constant awareness that the District exists to serve the needs of its students;

2. Fulfill the duties of employment to the highest standards;

3. Respect the personal values, beliefs and behaviors of others and reflect this in all interactions with colleagues, students, and the public;

4. Avoid any conflict of interest or the appearance of impropriety between obligations to the District and private business or personal commitments and relationships;

5. Refrain from using District time, supplies, and equipment for non-District activities;

6. Refrain from using the goodwill or name of the District for personal gain;

7. Keep confidential all information regarding students or staff obtained in the course of District employment;

8. Promote the efficiency of the District through professional growth and development;

9. Encourage open communication and make positive contributions to the District through participation in the shared governance process;

10. Support and abide by the District's established policies and procedures and act within applicable laws, codes and regulations;

11. Maintain awareness of the cultural and economic make-up, geographic distribution, characteristics and educational needs of the community;

12. Demonstrate commitment to the highest ideals of honor and integrity in all public and personal relationships and activities.

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