

# CP 1-6B: Code of Ethics

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COLLEGE POLICY and PROCEDURE CP 1-6B

APPROVED: February 8, 2021

EFFECTIVE: February 8, 2021

REFERENCES: NWCCU Standard 2.D.2' MCA §§ 2-2-103, 2-2-104, 2-2-105

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The Board of Trustees maintains high standards of ethical conduct for its members. Trustees are responsible to:

- Act only in the best interests of the entire community.
- Ensure public input into board deliberations; adhering to the law and spirit of the open meeting laws and regulations.
- Prevent conflicts of interest and the perception of conflicts of interest.
- Exercise authority only as a Board.
- Use appropriate channels of communication.
- Respect others; acting with civility.
- Be informed about the college(s), educational issues, and responsibilities of Board membership.
- Devote adequate time to board work, including preparing for Board deliberations by reviewing the agenda and materials prior to meetings.
- Maintain confidentiality of executive sessions.

Trustees are expected to maintain the highest standards of conduct and ethical behavior and to adhere to the Board's Code of Ethics. The Board of Trustees will be prepared to investigate the factual basis behind any charge or complaint of Board member misconduct. A trustee may be subject to a resolution of censure by the Board should it be determined that trustee misconduct has occurred. Censure is an official expression of disapproval passed by the Board.

A complaint of trustee misconduct will be referred to an ad hoc committee composed of three Board members not subject to the complaint. In a manner deemed appropriate by the committee, a fact finding process shall be initiated and completed within a reasonable period of time to determine the validity of the complaint. The committee shall be guided in its inquiry by the standards set forth in the Board of Trustees' Code of Ethics as defined in policy. The trustee subject to the charge of misconduct shall not be precluded from presenting information to the committee.

The committee shall, within a reasonable period of time, make a report of its findings to the Board of Trustees for action. Each member of the Board of Trustees will reaffirm adherence to the Code of Ethics by signing a statement at the annual organizational meeting.

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PROCEDURES    The College President shall promulgate such procedures as may be needed to implement this policy.

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**History:** 02/08/2021