

21-00 CODE OF ETHICS—POLICY

The District Governing Board (DGB) holds the following ethical responsibilities:

1. Recognize the primary responsibility is to govern the College in the best interest of the educational needs of the entire College District.
2. Understand the responsibilities of the Board as a legal entity and its powers reside only in the majority vote. No single member has any authority unless delegated by a majority vote of the Board.
3. Conduct College business in a manner that is fiscally responsible to the College and taxpayers.
4. Read and be informed of all agenda items before the meetings.
5. Be respectful of all members and actively listen to all viewpoints.
6. Maintain an open, honest communication with other Board members and the President.
7. Speak positively and with integrity about the Board or the President.
8. Promote the needs of the community to the College and the needs of the College to the community.
9. Advocate for the College at the local and state level.
10. Unprofessional or unethical conduct by board members should be brought to the Board Chair's attention.

Legal standards of conduct shall be followed:

1. Obey all open meeting laws as contained in the Arizona Revised Statutes (ARS), and in particular, communication by internet amongst Board meetings.
2. Obey the conflict of interest laws as contained in the ARS and ask for advice on possible perceived conflicts of interest including sharing privileged information.
3. Observe Open Meeting Laws including provisions for Executive Sessions and related confidentiality requirements.

Enforcement:

1. Any member of the DGB who reasonably believes that a violation of the Code of Ethics has occurred may report the violation to the DGB Chair (or, if the DGB Chair is the person who allegedly violated the Code, then to the DGB Vice

Chair/Secretary). The DGB Chair shall work with the President and Legal Counsel to investigate the report and resolve the issue informally, if possible.

Revision history: 08/23/2011, 08/15/2018

Legal Review: 08/19/2009

Sponsor: District Governing Board

Adopted by District Governing Board: 08/23/2011, 08/15/2018

COCONINO COMMUNITY COLLEGE