



Blue Mountain Community College *Administrative Procedure*

Procedure Title: Code of Ethics for BMCC
Procedure Number: 03-2004-0002
Board Policy Reference: IV.B.

Accountable Administrator: Director Human Resources
Position responsible for updating: Director Human Resources
Original Date: May 19, 2004
Date Approved by Cabinet: 05-25-04
Authorizing Signature: *signed original on file*
Dated: 05-25-04
Date Posted on Web: 07-09
Revised: 07-08
Reviewed: 07-13

Ethical conduct is of critical importance in our relationships with the public, students, other agencies, and private contractors. Those of us who represent the state through our work here at Blue Mountain Community College (BMCC) have positions of trust and responsibility that require us to observe the highest ethical standards. Standards that may be acceptable in the private business world are not necessarily acceptable for BMCC employees.

Obligation to the profession of education requires that BMCC employees:

- Will uphold and enforce all laws, state rules and regulations and court orders pertaining to Oregon's higher education system. BMCC employees will conduct themselves in accordance with both State and Federal law. Desired changes will be brought about only through legal and ethical procedures.
- Will make decisions in terms of the educational welfare of students and will strive to be a community college that can meet the individual needs of all students, regardless of their race, creed, or social standing.
- Will maintain honesty in all professional dealings.
- Will not use institutional privileges for personal gain or advantage.
- Will not make malicious or intentionally false statements.

- Will not misrepresent one's own professional qualifications.
- Will not submit fraudulent information on any document in connection with professional activities.
- Will not discriminate on the basis of race, color, religion, sex, age, national or ethnic origin, political beliefs, marital status, handicapping condition if otherwise qualified, or social and family background.
- Should avoid those situations which may result in a conflict of interest or which may give the appearance of a conflict of interest.
- Shall not show, through either word or action, any preferential attitude or treatment to any person, group, fellow employee, or other entity in the performance of his/her official duties.