

Policy III.3003.A, Ethical Conduct and Conflicts of Interest

Purpose

The purpose of this policy is to provide trustees and employees with an understanding of ethical conduct and conflicts of interest.

Policy

Ethical conduct is more than bare compliance with the minimum requirements of the law. Ethical conduct means honesty, transparency, personal accountability, and an appreciation that as trustees and employees of San Jacinto College, we are stewards of the public trust. Trustees, administrators, faculty, staff, and other agents of the College will not engage in conduct constituting unlawful harassment or discrimination as detailed in **Policy IV-B-3-b: Employee Harassment**. This policy statement sets forth the general ethical principles and standards that will apply to all trustees and employees of the College regardless of their rank or position. In the event of a conflict between this policy and any existing policy or procedure, this policy will take precedence.

Definitions

Ethical conduct: Honesty, transparency, personal accountability, and an appreciation that trustees and employees are stewards of the public trust

Conflicts of interest: When a College trustee's and/or employee's direct or indirect personal interests are inconsistent with or interfere in any way with the best interests of the College

The Authority, Applicability, Sanctions, Exclusions, and Interpretation do not differ from Policy II.2000.A, Policy and Procedures Development, Review, Revision, and Rescission.

Associated Procedures

Procedure III.3003.A.a, Ethical Conduct and Conflicts of Interest

Date of Board Approval	November 19, 2019 (Chancellor approval per Policy II.2000.A with Board ratification on January 27, 2020)
Effective Date	November 19, 2019
Primary Owner	Vice Chancellor, Fiscal Affairs
Secondary Owner	Director, Internal Audit