

BOARD OF GOVERNORS

A-19 POLICY Standards of Conduct

The Board of Governors shall:

- Demonstrate the highest standards of personal integrity, truthfulness and honesty in order to inspire public confidence and trust in the Board and in Southeast Community College.
 - Show professional respect for other Board members, staff, faculty, students, and members of the public. Board members should ensure an atmosphere in which controversial issues can be presented fairly and in which the dignity of each individual is maintained. Professional respect does not preclude honest differences of opinion; it does preclude attacking a person's motives or responsibilities.
 - Conduct official duties and personal affairs in such a manner so as to give the clear impression that Board members cannot be improperly influenced in the performance of their official duties.
 - Maintain confidentiality of privileged information, including all information discussed in closed or executive session meetings and other communications, such as attorney-client privileged communications.
- Accept the personal responsibility to perform the duties of the Board with professional competence, fairness, impartiality, efficiency, and effectiveness.
 - Be adequately prepared for Board meetings.
 - Keep informed on emerging issues and problems at Southeast Community College.
- Avoid any interest or activity which conflicts unlawfully with the conduct of the Board's official duties.
 - Do not use College funds or equipment for personal use or gain.
 - Do not invest or hold any investment in any financial, business, commercial, or other private or public entity where transactions therewith may conflict unlawfully with legal duties as Board members.
 - Do not unlawfully participate in any manner in any Board discussion or decision where a potential conflict of interest exists. When in doubt, discuss a possible conflict with College legal counsel. Actual or potential conflicts must be formally disclosed to all Board members.
 - Do not use confidential information for personal gain or unauthorized purposes.
 - Do not seek to influence employment decisions at Southeast Community College. Publicly-elected Board members themselves may not be employed by Southeast Community College in any capacity, with or without compensation.
 - Do not represent or give the appearance of representing any special or outside interests before the Board.
- Recognize that the Board's duty is to represent the entire community, while realizing that a need

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may arise for individual Board members to advocate particular needs of constituents of their, or other, districts.

- Base decisions on the needs and values of Southeast Community College and the community.
- Assure the opportunity for highest quality education for every student, within the fiscal limitations of the Area.
- To the extent permitted by law, delegate administrative authority to the President, as Chief Executive of the College. Confine Board action to governance, policy determination, planning, overall program and operation approval and evaluation, and to the maintenance of fiscal stability of the College.
 - Follow appropriate channels of communication. Requests for information or materials should be made through the office of the President.
 - Avoid interference in the day-to-day administration and operations of Southeast Community College, and support the President in carrying out the administrative duties of the College.
- Take official actions only in public sessions and avoid meetings with other Board members that are in violation of the Nebraska Open Meeting Law. ([84-1411](#))
- Recognize that the legal powers of the Board are vested in the Board as a whole, and that individual members have no authority outside the meetings of the Board.
 - Support the adopted policies of the Board and conduct relationships with the students, faculty, staff, the public and the media accordingly.
 - Voice opinions during open discussions at the public meetings of the Board. Once a final decision is made by the Board, however, do not undermine the decision with negative public comments.
 - Uphold the parliamentary procedures of the Board of Governors and promote and maintain good relations with fellow members through respectful debate and fair conduct at all times.
- Encourage and welcome active cooperation by students, faculty, staff, citizens, community organizations, and the media when establishing current policy or developing future goals.

Related Procedure: A-19a

Adopted: 08/20/02

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Web link:

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