



ACCREDITATION EVIDENCE

Title: Board Policy 7210H: Board Member Code of Ethics

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BOARD MEMBER CODE OF ETHICS

Reference: W.S. § 6-5-118, §9-13-101 through 107 Ethics and Disclosure Act

To establish a code of ethics for the Western Wyoming Community College (WWCC) Board of Trustees, hereinafter referred to as the “Board,” that aligns with Western Wyoming Community College’s mission, guiding principles and goals for student success. All Board members are expected to display integrity and honesty toward the communities and areas that the College serves.

Code of Ethics

The following standards of performance establish a benchmark for each Board member’s performance. The adoption of the following standards is the Board’s commitment to a set of values guiding the performance of a Board member.

Each member of the Board shall:

1. Hold the educational welfare of the students of the College as its primary concern by:
 - a. Serving the public with respect, concern, courtesy and responsiveness.
 - b. Demonstrating the highest standards of personal integrity, truthfulness and honesty and shall through personal conduct inspire public confidence and trust in the Board and the College.
 - c. Ensuring that the College maintains equality of opportunity for all students regardless of race, creed, sex, sexual orientation, religion, age, physical ability, or national origin.
 - d. Communicating the Board’s and WWCC’s interest in and respect for student accomplishments by attending student ceremonies and events, when possible.
2. Recognize that authority rests only with the Board in a legally constituted meeting and not with individual Board members.
3. Promote and maintain good relations with fellow Board members and members of the WWCC community by:
 - a. Giving each individual courteous consideration of his/her opinion.
 - b. Recognizing the importance of keeping an open mind and promoting the opportunity to think through other facts and points of view which may be presented at legally constituted Board meetings and WWCC events and meetings.
4. Recognize that he/she is responsible to “all citizens of the College,” not solely to those who elected the Board member. The authority delegated to the Board member by the

voters must be exercised with as much care and concern for the least influential as for the most influential member of the community.

Individuals shall:

- a. Not use college time, property, equipment or supplies for personal benefit or the benefit of outside employers or activities.
- b. Not assist any person for compensation or a contingent fee in obtaining any contract, claim, license or other economic benefit from the College.
- c. Not knowingly engage in any activity or business which creates a conflict of interest or has an adverse effect on the College.
- d. Not disclose or allow others to use confidential information acquired for private gain.
- e. Not accept outside compensation or receive de minimis financial benefit for performance of college duties. This includes acceptance of any fee, compensation, gift, reward, gratuity, expense, or other thing of monetary value that could result in real or perceived preferential treatment, impediment of governmental efficiency or economy, loss of complete independence and impartiality, decision-making outside official channels, or disclosure or use of confidential information.

5. Make decisions:

- a. Based upon all available facts in each situation.
- b. Maintaining independent and unbiased judgment.
- c. Abiding by and upholding the final majority decision of the Board.

Each member of the Board, shall be responsible for the above expectations and also:

1. Attend and participate in all meetings insofar as possible, having prepared for discussion and decision by studying all agenda materials.
2. Each Board member shall notify the Board President or Board Administrative Assistant when a member shall be absent from a Board meeting. Such notification shall be given as far in advance of the meeting as is possible. In the event a Board member is absent from a regularly scheduled Board meeting and has failed to notify the Board President or Board Administrative Assistant of his/her absence, such absence shall be unexcused. All absences from Board meetings by Board members shall be so indicated in the meeting minutes' roll call section by noting either absent – excused or absent – unexcused.
3. Recognize that Board members duties are delegated by Board Policy 7210B.
4. Conduct all College business in open public meetings and hold closed sessions only for those purposes permitted by law. Maintain confidentiality of all privileged information communicated in a closed session.

All members of the Board shall submit to the Board Administrative Assistant, within 30 days of taking office an acknowledgement (Exhibit A) verifying that they have read and intend to abide by this Code of Ethics Policy.

Adopted July 21, 2021