

## **II-2. Other Campus Issues**

### **II-2.000 Code of Ethics**

Guilford Technical Community College is committed to maintaining the highest professional standards in all of its academic and administrative operations; promoting ethical practices among its administrators, faculty, staff, and students; and ensuring a level of accountability appropriate for a public institution. Individuals are expected to observe all federal, state, and local laws including those pertaining to equal opportunity, nondiscrimination, and harassment.

Personal interactions among members of the college community and between members of the college community and those outside the college community should be characterized by truthfulness, openness to new ideas, civility, and consideration for the rights of others. Each member of the college should respect the rights of others to freedom of thought, opinion, speech, and association.

Individuals shall present information accurately, comply with policies to the best of their abilities, and use the institution's resources appropriately. Each employee is responsible for avoiding real or apparent conflicts of interest; ensuring that authority is exercised within a framework of accountability; and ensuring that information is managed in accordance with relevant public record and privacy statutes.

#### Procedures

1. Individuals who have a concern about the conduct of a particular individual or the propriety of a given situation should consult with the supervisor of the individual in question or with the supervisor of the area in which the situation in question occurred, or notify their own supervisors. College policy (Reporting Fraud and Misconduct, IV-4.110), provides protection from retaliation for individuals who report such conduct in good faith and disciplinary action for those guilty of malicious reporting.
2. Concerns about ethical practices may also be reported anonymously to the State Auditor's Fraud and Abuse Hotline by calling 1-800-730-8477.
3. A number of other college policies establish ethical guidelines or standards for appropriate professional conduct for particular educational or administrative functions. These policies include, but are not limited to: Use of College Facilities by College-Affiliated & Outside Groups (I-1.090), Academic Freedom and Responsibility (II-1.010), Copyright (II-2.030), Intellectual Property (II-2.031), Telecommunications policies (II-2.035), Student Conduct (III-2.010), Sexual Harassment (III-2.014 and IV-4.070), Right to Privacy (III-2.060), Use of Human Subjects (III-2.090), Conflict of Interest (IV-1.010), Equal Opportunity (IV-1.023), Nepotism (IV-1.040), Outside/Dual Employment (IV-1.060), Drug-Free Workplace (IV-4.020). College rules also apply, including, but not limited to "Honoraria, Gifts, Gratuities/Surplus Property," "Media Technologies Equipment Procedures," and "Selling/Disposition of Desk, Review, Sample and Complimentary Instructional Materials."

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