



El Paso County Community College District Board of Trustees

CODE OF ETHICS

Introduction

This code does not undertake to define all standards of conduct to which a trustee, as an elected official, is subject, or to summarize all civil and criminal legislation regarding such conduct. Nothing in this code is intended to either abrogate or augment the existing duties of trustees arising under the laws of Texas and the United States. The sources of the following code provisions are found in such laws and the guidelines of the Southern Association of Colleges and Schools, the Texas Task Force for Community College Trustee Professional Development, and the Association of Community College Trustees.

Code Provisions

- 1) A trustee is a fiduciary, owing a duty to and acting for the benefit of the community and the institution. While representing residents of single member electoral districts, a trustee=s obligations extend to the community at large, including the population that financially supports the college and the population that is served by the college.
- 2) A trustee shall exercise the statutorily defined powers of office only when sitting as a member of the board of trustees at a duly called meeting.
- 3) In the exercise of official discretion, a trustee shall not be influenced by any private representation, entreaty, argument or other communication intended to influence the outcome of any pending matter on the basis of considerations other than those authorized by law.
- 4) A trustee shall not become involved in grievances, disciplinary proceedings, or other controversies regarding personnel or students until administrative remedies have been exhausted, and the matter has been appealed to the board of trustees.

- 5) A trustee shall neither violate any law relating to the office nor misapply anything of value belonging to the college that has come into the trustee=s custody or possession by virtue of the office.
- 6) A trustee shall not under color of office intentionally use the office to oppress another, deny or impede another in the exercise of enjoyment of any right, privilege, power or immunity, or subject another to sexual harassment.
- 7) A trustee shall not use the position of trustee or the information obtained by the office to acquire or aid another to acquire a pecuniary interest in any property, transaction or enterprise that may be affected by the information.
- 8) A trustee shall adhere to the legal requirements regarding conflicts of interest.
- 9) A trustee shall not divulge or otherwise make known information that is confidential by law, including but not limited to, information duly received or deliberated upon in an executive session; the contents of intra-agency advice, opinion or recommendation; and attorney-client communications or attorney work product.
- 10) A trustee shall establish the major policies of the college, including approval of the budget, hiring of personnel on the recommendation of the president, and provision for the operation, review and evaluation of the performance of the college in all major aspects. The president of the college shall provide the information necessary for trustees to fulfill this duty.