



BOARD OF TRUSTEES CODE OF ETHICS & CONDUCT

BOARD OF TRUSTEES CODE OF ETHICS



1. As a Trustee, I will accept the legal and moral commitment and responsibility to the college, staff, and most importantly the STUDENTS, and will exemplify ethical behavior and conduct that is above reproach.
2. I recognize that helping to set policy in order to assist management is the central, most important role of the trustees and in doing so helps to establish the bedrock of institutional stability.
3. I will honor the division of responsibility between the Board, the President, and the staff, and contribute to creating a spirit of true cooperation and a mutually supportive relationship in support of the community.
4. Additionally, I will have faith in the dignity and worth of the individual; will believe that it is better to govern and to be governed by persuasion than by coercion; will believe that knowledge gained by a trustee and the power to confer should be used to promote the welfare and happiness of all citizens of the North Slope.
5. Even more important, I accept the charge of “accountability” in fulfilling my responsibility. To accomplish the goal set forth in the stated philosophy and vision of the college the question that will guide my way is, “Will the decision that I am about to make benefit the students?”
6. Lastly, I dedicate my service to ensure our Tribal College lives, models, teaches, and promotes all things that preserves and sustains the Iñupiat values, language, traditions and culture.

BOARD OF TRUSTEES CODE OF CONDUCT

GENERAL

- I will demonstrate loyalty to the mission, vision, and strategic plan of Ilisaġvik College.
- I will act within the governing documents (bylaws, policies, procedures, and code of ethics) of Ilisaġvik College and the State and Federal law.
- I will be an active Trustee, offering (where appropriate) my skills, experience, and knowledge to Ilisaġvik College.
- I will respect organizational, Board and individual confidentiality, while never using confidentiality as an excuse to not disclose matters that should be transparent and open.
- I will develop and maintain sound and up-to-date knowledge of Ilisaġvik College and its environment. This will include an understanding of how the College operates; the social,

political, and economic environment in which it operates; and the nature and extent of its work.

- I will use Iḷisaḡvik's resources responsibly, and when claiming expenses will do so in line with the College's policies and procedures. When I travel, I will fulfill the purposes of the travel.
- I will seek to be accountable for my actions as a Trustee of Iḷisaḡvik College.
- I accept my responsibility to ensure that Iḷisaḡvik College is well run. I will raise issues and questions in an appropriate and sensitive way to ensure that this is the case.

MANAGING INTERESTS

- I will avoid any conflict of interest between my role as a Trustee and the College. A conflict of interest can occur when a Board member's financial or personal interest is, or may appear to be, adverse to the interests of the College, or when a Board member may receive financial or personal benefit as a result of his or her position as a Trustee involving the College. This includes actual or personal conflicts of interest involving a Board member's immediate family.
- I will not gain materially or financially from my involvement with Iḷisaḡvik College unless specifically authorized to do so.
- I will act in the best interests of Iḷisaḡvik College as a whole, and not as a representative of any group—considering what is best for the College and its present and future beneficiaries.
- Unless authorized, I will not put myself in a position where my personal interests conflict with my duty to act in the interest of the organization.
- I understand that I may not be employed in a regular full-time position at Iḷisaḡvik College. If I accept an offer of employment from the College during my term in office, such acceptance shall deem to constitute my resignation from the Board of Trustees.
- I understand I may vote on the matter of compensation paid to or benefits received by the Board of Trustees. The final decision is made by formal action of the Board as a whole.

MEETINGS

- I will attend all Board meetings. If unable to attend, I will notify the Board Chair and President and ask to be excused.
- I will prepare fully for all meetings. This includes reading Board packets, other papers, querying anything I do not understand, thinking through issues before meetings, and completing any tasks assigned to me in the agreed time.
- I will engage in discussion, debate and voting in meetings; contributing in a considerate and constructive way, listen carefully, challenging sensitively and avoiding conflict
- I will participate in collective decision-making and will accept a majority decision of the Board.
- I recognize that the Board of Trustees acts as a whole. Once the Board makes a decision

or takes action, I will respect the decision. I will not criticize or disparage that decision or my fellow Board members, nor will I undermine the decision.

GOVERNANCE

- I will actively contribute towards improving the governance of the Trustee Board, participating in Board orientations, workshops, and trainings, and sharing ideas for improvement of the Board.
- I will not publicly express judgments of the President or staff performance except when participating in the Board's evaluation of the President's performance as a part of a regular meeting or workshop.
- I will refer concerns and complaints to the appropriate officials as per board policy.
- I will honestly assess the Board's performance and engage in activities to improve the Board's effectiveness.
- I will protect the confidentiality of non-public, proprietary, confidential and legally protected information, including all matters discussed in executive session.
- If I become aware of credible information that suggests that a Board policy has been violated, by the President, the Board, or any member of the Board, I have an obligation to bring that concern to the Board's attention.

RELATIONS WITH OTHERS

- I will endeavor to work considerably and respectfully with all those I come into contact with at Iḷisaḡvik College. I will respect diversity, different roles and boundaries, and avoid giving offence.
- I recognize that the roles of Trustees, President and staff of Iḷisaḡvik College are different, and I will seek to understand and respect the differences between those roles.
- I will seek to support and encourage all those I come into contact with Iḷisaḡvik College. In particular, I recognize my responsibility to support the Board chair and President.

LEAVING THE BOARD

- I understand that substantial breach of any part of this code may result in procedures being put into motion that may result in my being asked to resign from the Trustee Board.
- Should this happen I will be given the opportunity to be heard. In the event that I am asked to resign from the Board I will accept the majority decision of the Board in this matter and resign at the earliest opportunity.
- If I wish to cease being a Trustee of Iḷisaḡvik College at any time, I will inform the chair of the Board and President in advance in writing, stating my reason for leaving.

Signature _____ Date _____

Printed Name _____