

BROOKDALE COMMUNITY COLLEGE**BOARD POLICY****3.9008****I. Title of Policy**

Code of Ethics for Employees

II. Objective of Policy

To authorize the President to establish a Code of Ethics for the conduct of all College employees.

III. Authority

N.J.S.A. 18A: 64A-12

IV. Policy Statement

To avoid conflicts of interest, to guarantee that full-time employees shall devote primary responsibility to their duties and obligations at Brookdale Community College, and to establish appropriate conduct by all employees, the President is authorized to establish a Code of Ethics for College Employees.

The Code of Ethics shall include, but not be limited to, rules and regulations regarding:

- A. Outside employment;
- B. Proper discharge of duties and obligations to Brookdale Community College;
- C. Direct or indirect interests, financial or otherwise, in any transactions with Brookdale Community College;
- D. Use of official position to obtain privileges or advantages;
- E. Nepotism;
- F. Acceptance of gifts, favors, compensation or other things of value to influence College decisions;

- G. Acting on behalf of Brookdale Community College without authorization;
- H. Release or misuse of confidential information;
- I. Amorous relationships with students;
- J. Primary work obligation;
- K. Conflicts of interest, financial and otherwise;

V. **Responsibility for Implementation**

President.

Approved: Board of Trustees
8/24/95