
4.2 MCC EMPLOYEE AND VISITOR CONDUCT POLICY

Category: Human Resources

Responsible Office: Human Resources

Responsible Executive: Assistant to the President, Human Resources and Organizational Development

Date Established: December 1, 2014

Date Last Revised:

Summary

As a campus of the State University of New York, Monroe Community College adheres to SUNY's policies on academic freedom, conflict of interest, ethical conduct, and the 1940 AAUP Statement on Principles of Academic Freedom and subsequently approved Interpretive Comments (1970). Monroe Community College seeks to provide and sustain an environment of mutual respect, academic freedom, scholarly pursuits and commitment to students and community. This Code of Conduct identifies basic policy and standards concerning ethical conduct and provides guidance in several areas of specific concern. Employees and visitors of Monroe Community College are expected to remain compliant with this policy. Developed through the collaboration of staff, faculty and shared governance units, this Code of Conduct acknowledges the responsibility of all employees and visitors to mutually pursue and support the College's vision and mission.

Policy

POLICY STATEMENT

Monroe Community College employees and visitors are to conduct themselves ethically, honestly and with integrity in all dealings. They should exhibit fairness and be principled in their official interactions, acting in good faith in these matters with others both within and outside the Monroe Community College community. Each employee and visitor recognizes the responsibility to conduct himself /herself in a manner consistent with public employment defined by state, federal and local laws applicable to the College. They should engage with recognition of their position of trust and representation of the College and its students, fellow employees, research sponsors, and donors. Employees and visitors of Monroe Community College are expected to comply with the conduct outlined in this policy.

Monroe Community College maintains and encourages full academic freedom, within the law, of inquiry, teaching and research. In the exercise of this freedom, teaching faculty members may, without limitation, discuss their own subject in the classroom; they may not, however, claim as their right the privilege of discussing in their classroom controversial matter that has no relation to their subject. The principle of academic freedom shall be accompanied by a corresponding principle of responsibility. In their role as citizens, Monroe Community College employees have the same freedom as other citizens. However, in their extramural utterances, employees have an obligation to indicate that they are not institutional spokespersons.

In keeping with Monroe Community College's stated values, the College expects that employees will consistently demonstrate integrity, honesty, and accountability. Monroe Community College expects employees to act ethically and civilly, and to demonstrate a professional demeanor in their interactions with students, college employees, and the public.

Monroe Community College employees have a responsibility to educate themselves on an ongoing basis and to comply with all applicable laws on conflicts of interest, ethical conduct, and non-discrimination.

Monroe Community College incorporates into its policy, as appropriate, the provisions of the Rules of the SUNY Board of Trustees related to the freedom of speech and assembly, picketing and demonstrations by employees and visitors as set forth in Rule 535.3-8, 10.

Monroe Community College will, in all cases, respect the relevant due process provisions of all negotiated contracts in reviewing and investigating violations of expectations and laws and may consult with appropriate college officials in determining sanctions. As assigned by the Board of Trustees, the President, in the role of Chief Executive Officer of the College, has the final determination in sanctions for violations.

BACKGROUND

In defining the rights and responsibilities of individuals, Monroe Community College adheres to the 1940 AAUP Statement on Principles of Academic Freedom and subsequently approved Interpretive Comments (1970). Further, this policy acknowledges the rights of due process and representation of employees covered by College collective bargaining agreements. Reference the following related information for guidance and understanding of this policy.

Related Information

Administrative Guidelines
Assembly, Picketing and Demonstrations Policy
College Civility Guidelines
MCC User Computer Code of Conduct
Ethics Point
General Prohibited Actions
Identity Theft Prevention Program
Jeanne Clery Security Policy and Crime Statistics Act
Purchasing Code of Conduct
Soloman Amendment Policy and Guidelines
Standards of Business Conduct
Title IX and College Sexual Harassment Policy
Tobacco-Free Policy
Whistleblower Policy

Contact Information

Office of Human Resources
Office of General Counsel
Office of Compliance and Internal Audit
Office of Public Safety