

International Technological University

POLICIES AND PROCEDURES

BOARD OF TRUSTEES & UNIVERSITY OFFICERS CODE OF ETHICS POLICY

Category: 100 Governance

Policy Number: 105

Application of Policy: Board of Trustees and University Officers

Policy Owner: Board of Trustees

POLICY INFORMATION

Please note: Policy migration is still in progress. This policy does not follow the latest format. During the next revision, this policy will be updated to the most current format.

Purpose and Policy Statement

International Technological University ("ITU") takes pride in the ethical spirit of its Board of Trustees ("Trustee") and University Officers ("Officer") and continues to rely upon the actions of all Trustees and Officers to make ITU a trusted and respected member of the community. The mere appearance of misconduct or impropriety can be damaging to the university; therefore, the university, Trustees, and Officers must always strive to maintain the highest standards of quality and integrity.

Policy Content and Guidelines

Trustees and Officers must conduct all business, on behalf of ITU, in a professional, honest, and ethical manner and must adhere to these standards when dealing with the ITU's attorneys, consultants, and auditors. University members must not make false or misleading statements to any entity doing business with ITU, or to any student, employee, law enforcement personnel, or representative of any governmental, or quasi-governmental entity.

Each trustee and officer shall:

1. Engage in and promote honest and ethical conduct, including the ethical handling of actual or apparent conflicts of interest between personal interests and the interests of ITU.
2. Maintain an ongoing commitment to honesty, trustworthiness, and responsibility by acting in a reliable and dependable manner, and by treating others with impartiality;
3. Act as stewards of University property and resources by exercising custodial responsibility, appropriate care, and maintenance over such property.
4. Provide fair, accurate, timely, and understandable information in any report, press release, marketing, and advertising materials, or any other materials shared with the general public, governmental agencies, or other persons, or entities that the University has dealings with.
5. Comply with the laws of federal, state, and local governments that are applicable to ITU, and the rules and regulations of private and public regulatory agencies that have jurisdiction over ITU.
6. Protect the confidentiality of non-public information about ITU and its students, including, but not limited to, student records, employee files, and contracts and agreements with third parties, in order to prevent the unauthorized disclosure of such information.
7. Promptly report any violation of this Code to ITU's Department of Human Resources, or as otherwise provided herein.

All Trustees and Officers are on notice that they will be held accountable for their adherence to this Code and that their compliance with the standards and policies set forth, herein, are an integral part of their responsibilities with the University.

A waiver to any provisions of this Code shall be granted only by the Board of Trustees.

Related Policies, Procedures, and Guidelines

BOARD OF TRUSTEES & UNIVERSITY OFFICERS CODE OF ETHICS POLICY

Board of Trustees & University Officers Code of Ethics Policy Signature Page Acknowledgement

DOCUMENT HISTORY AND REVISION INFORMATION	
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