SECTION IV: PROFESSIONAL ETHICS

A. ETHICS AND TEACHING
In fulfilling obligations to students, Columbia College Faculty will
• encourage appropriate independence in pursuit of learning and promote awareness of varying points of view;
• not abuse professional authority in any teaching environment or denigrate students;
• not discriminate among students with regard to any legally protected category;
• not use professional relationships with students for private advantage;
• keep in confidence information obtained in the course of professional duties unless disclosure is necessary for professional purposes or is otherwise required to protect the health, safety or welfare of members of the College community;
• not discuss any student’s conduct or academic standing with or in the presence of other students unless disclosure is necessary for professional or legal purposes;
• not distort the academic forum for an irrelevant or personal purpose;
• not discuss with students sensitive faculty or administrative matters except where disclosure is necessary for professional or legal purposes.

B. ETHICS AND THE INSTITUTION
Columbia College Faculty members will
• not deliberately misrepresent Columbia College;
• distinguish between personal and College views;
• not use College privileges for private gain;
• accept no gratuities, gifts or favors that might impair or appear to impair professional judgment, nor offer any favor, service or thing of value to obtain special advantage;
• give prompt notice to Columbia College of any change in availability of service;
• adhere to the terms and conditions of employment;
• conduct professional business through channels that have been established by Columbia College as appropriate;
• not delegate assigned tasks to unqualified personnel;
• adhere to the Columbia College Acceptable Use Policy for electronic media for use of all computing resources;
• permit no commercial exploitation of their professional position.

C. ETHICS AND COLLEAGUES
Columbia College Faculty members will
• accord just and equitable treatment and respect to all members of the profession;
• withhold and safeguard factual and/or confidential information acquired about colleagues in the course of employment, except where disclosure is necessary for professional or legal purposes;
• not knowingly distort evaluations of colleagues.

D. ETHICS AND HARASSMENT
Faculty of Columbia College must adhere to the Anti-discrimination and Harassment Policy established by the College (Staff Handbook sections 5.40-5.44).

Columbia College is committed to maintaining a work environment that is free from discrimination and harassment in which employees at all levels can devote their full attention and best efforts to the job. Discrimination and harassment, either intentional or unintentional, have no place in the work environment. Columbia College does not authorize and will not tolerate any form of discrimination or
harassment based on the following factors: race, religion, sex, color, nationality, ethnicity, age, disability, sexual orientation, veteran status or any status protected by law.