



EXECUTIVE SUMMARY: CRITERION 2 - ETHICAL & RESPONSIBLE CONDUCT

2.A. THE INSTITUTION ESTABLISHES & FOLLOWS POLICIES & PROCESSES TO ENSURE FAIR & ETHICAL BEHAVIOR ON THE PART OF ITS GOVERNING BOARD, ADMINISTRATION, FACULTY & STAFF.

The College's core value of integrity drives the decisions and actions of the institution in its financial, academic, and personnel functions by the continuous pursuit of transparent, fair, and ethical practices in all operations.

The College complies with federal and state laws that protect the privacy of personal financial records, educational records, and personal information.

To facilitate fair and ethical behavior and practices, all College policies and procedures are made easily accessible on the public website.

Each year an independent accounting firm audits the College's financial statements to ensure compliance and provides a report to the Board of Governors. The College has a long record of consecutive unqualified audits, which indicates the financial statements are presented fairly, in all material respects in accordance with generally accepted accounting principles.

The College follows guidelines for purchasing and bids for capital construction projects, equipment, and supplies, as approved by the Board of Governors and in accordance with state statute.

2.B. THE INSTITUTION PRESENTS ITSELF CLEARLY & COMPLETELY TO ITS STUDENTS & THE PUBLIC.

SCC ensures the accuracy of all representations it makes regarding academic offerings, requirements, faculty and staff, costs to students, governance structure and accreditation relationships.

The College presents clear and accurate data through a variety of documents, static reports and interactive dashboards, including: Graduate Report; Annual Profile; Interactive Fact Book; College Catalog; Annual Notice to Students and Employees; Graduation, Transfer, and Retention Rate Information; IPEDS Data Feedback Report; Career Clusters; Licensure Rates; and Student Athlete Outcomes.

To provide the public with fair, accurate, and complete information in accordance with federal requirements, the College annually publishes Consumer Information on its website and distributes an Annual Notice which contain the policies, procedures, rules, regulations, student rights and responsibilities, and general information pertaining to the educational programs of Southeast Community College.

SCC's Catalog provides students and the public with clear information on all programs of study, including the requirements, curriculum, prerequisites, and class descriptions for all offered classes. Costs to students are stated on the second page of the College Catalog, are easily accessible on the SCC website homepage, and are printed on program fliers.

2.C. THE GOVERNING BOARD OF THE INSTITUTION IS AUTONOMOUS TO MAKE DECISIONS IN THE BEST INTEREST OF THE INSTITUTION IN COMPLIANCE WITH BOARD POLICIES & TO ENSURE THE INSTITUTION'S INTEGRITY.

SCC's Board of Governors consists of 11 publicly elected members—two from each of five districts of the College's 15-county area and one at-large member. Because the Board is elected by local constituents rather than appointed, it can act autonomously in the best interest of area citizens

New Board members are onboarded to their role through an extensive orientation with the Board Chairperson and College President. Board members regularly attend professional development trainings, such as those offered through the Nebraska Community College Association (NCCA) and the Association of Community College Trustees (ACCT).

Board members have access to information necessary for such decision-making through documents and presentations by College administrators, faculty, and staff, including detailed financial information.

During Board of Governors meetings, one of the standing agenda items is Public Comment, which allows stakeholders to share their thoughts about any item on the month's agenda.

It is the policy of the Board that any possible conflict of interest issue be handled through prompt and full disclosure and non-participation in any vote wherein possible conflict of interest may be involved.

College policy states, "It is the responsibility of the Board of Governors to appoint, support, and evaluate the President and to delegate the responsibilities for the execution of its policies directly to him or her."

Board Standards of Conduct state that Board members are to avoid interference in the day-to-day administration of Southeast Community College and to support the President in carrying out the administrative duties of the College.

SCC faculty oversee academic matters through oversight of curriculum, service on committees, assessment of student learning, advising, and other functions described in College policy and the faculty contract.

2.D. THE INSTITUTION IS COMMITTED TO ACADEMIC FREEDOM & FREEDOM OF EXPRESSION IN THE PURSUIT OF TRUTH IN TEACHING & LEARNING.

SCC's commitment to truth and integrity in teaching and learning and its employees' freedom to pursue scholarship, creative expression, and research is demonstrated through policy and practice. The College has policies regarding intellectual property, how the College supports the scholarly work of faculty, and peaceful assembly in campus facilities that reinforce SCC student and employee freedom to pursue scholarship, creative expression, and research.

2.E. THE INSTITUTION'S POLICIES & PROCEDURES CALL FOR RESPONSIBLE ACQUISITION, DISCOVERY & APPLICATION OF KNOWLEDGE BY ITS FACULTY, STAFF & STUDENTS.

SCC's policies and procedures related to academic integrity are informed by the College's Value of Integrity, defined as the continuous pursuit of fulfillment of mission, vision, and goals through transparency and ethical practices in all College operations.

Staff in the Library Resource Centers (LRC) and Tutoring and Transitions Centers (TTC) provide students and faculty with guidance in the ethical use of information resources and support for research.

SCC's Office of Institutional Research (IR) has formalized research request guidelines for both faculty and external researchers; all human subjects research involving the College requires Institutional Review Board approval from the researcher's affiliated institution.

SCC's agriculture and biological sciences faculty follow guidelines established by the American Association of Laboratory Animal Science to ensure animals are treated humanely in teaching, lab research, field research, and outreach activities.

The Student Planner and College Catalog provide definitions and expectations of academic integrity and the consequences of academic dishonesty. SCC's academic integrity policy is included in all syllabi.

SCC uses an incident reporting system, Concerns & Complaints Reporting (CCR), where both faculty and students can report violations of academic integrity. An Associate Dean works with the faculty member to ensure the concern has been addressed with the student; this includes both proper education on the issue of concern and any course/program procedures related to the violation.