

## **CODE OF ETHICS**

**PURPOSE:** The purpose of the Ethics code is to provide guidelines for board members and staff on appropriate ethical decision-making and actions.

**NEW/ REVISED:** Revised

**EFFECTIVE DATE:** October 19, 2003

### **I. BACKGROUND AND PURPOSE**

The students of the California State University, as members of the California State Student Association (CSSA), are entitled to have complete confidence in the integrity of the student government. Each elected official, officer, appointee and employee of the California State Student Association must help to earn that confidence by his/her own integrity and conduct.

This Code is to establish standards of conduct for all elected officials, officers, appointees and employees of the California State Student Association. This policy is not intended to supersede, negate or otherwise invalidate any applicable Trustee policy, established personnel policy, or any other applicable law or regulation, including but not limited to California Corporations Code section 5200 *et seq.*

### **II. POLICY**

The following Code of Ethics shall be adopted for all elected officials, officers, appointees and employees of the California State Student Association.

- A) No elected official, officer, appointee or employee of any Associated Students shall engage in any business or transaction or shall have a financial or other personal interest, direct or indirect, which is incompatible with the proper discharge of higher official duties or that would tend to impair his/her independence or judgment or action in the performance of such duties.
- B) No elected official, officer, appointee or employee shall engage in any enterprise or activity that will result in any of the following:
  - 1. Using the prestige or influence of CSSA office or employment for private gain or advantage of himself/herself or another.
  - 2. Using time, facilities, equipment or supplies of the California State Student Association for the private gain or advantage of himself/herself or another.
  - 3. Using official information not available to the general public for his/her private gain or advantage or that of another.

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4. Receiving or accepting money or other consideration from anyone other than the California State Student Association for the performance of acts done in the regular course of employment or duties.
  5. Receiving or accepting, directly or indirectly, any gift or favor from anyone doing business with the California State Student Association under circumstances from which it could be reasonably inferred that such was intended to influence him/her in his/her official employment or duties, or as a reward for official action.
  6. Engaging in or accepting private employment or rendering services for private interests when such is incompatible with the proper discharge of his/her official employment or duties.
- C) Every official, officer, appointee and employee of the California State Student Association shall act in good faith, in the best interests of CSSA, and with the care of the ordinarily prudent person under similar circumstances. Every official, officer, appointee or employee of CSSA shall disclose completely the nature and extent of any interest, direct or indirect, which conflicts with his/her responsibilities or duties.