

**CONFLICT OF INTEREST AND ETHICAL CONDUCT POLICY
FOR
SALISH KOOTENAI COLLEGE, INC.
BOARD OF DIRECTORS**

PURPOSE

The purpose of the Conflict of Interest and Ethical Conduct Policy of Salish Kootenai College, Inc. is to ensure that the image and implementation of fairness, propriety, and integrity remain an integral part of the duties and responsibilities of the members of the Board of Directors toward the College and their constituents. This Policy is to supplement any applicable Tribal or Federal law that governs conflicts of interest.

GENERAL POLICIES

Definitions

1. Conflict of Interest

A conflict of interest is a situation in which regard for one duty leads to disregard of another duty, or might reasonably be expected to do so. A conflict of interest may be actual or potential.

2. Family Member

A family member is a spouse or partner, parent, sibling, grandparent, aunt, uncle, nephew, niece or first cousin to the Director or their spouse or partner. father, mother, son, daughter, brother, sister, grandparent, uncle, aunt, first cousin, nephew, niece, husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half-brother, or half-sister, legal dependents, or common law partners.

3. Financial Interest

A person has a financial interest when they have any actual or potential ownership, investment, or stake, either directly or indirectly, with Salish Kootenai College, Inc. or its Board of Directors.

4. Nepotism

Nepotism is the hiring or other creation of a formal relationship between a family member of a College Director by virtue of the familial relationship or membership within

the Director's household. No employer or employee in a supervisory position may supervise an employee who is a member of his or her immediate family.

Policies

- A. No Director shall engage in any activity, transaction, decision, or situation of either Salish Kootenai College, Inc. or its Board of Directors wherein the Director may receive a significant personal or financial benefit or gain. This prohibition applies also to the families and family members of a Director and businesses owned, in any part, by a Director or their family member(s).
- B. No Director shall coerce or exert undue influence upon the College or the Board for any personal or financial gain or benefit. This prohibition also applies to the families and family members of a Director and businesses owned, in any part, by a Director or their family member(s).
- C. No Director shall accept any gratuity, monetary payment, benefit, discount, or special favor in exchange for influences the Director's position may have on deliberations or decisions of either the College or the Board.
- D. No Director or their spouse or partner shall be either a member of the Tribal Council, an employee, contractor, or consultant of the College, or an employee of an entity with a financial relationship to the College.
- E. No Director shall take any individual action, whether internal or external, on behalf of the College or the Board without formal delegation of authority by the governing Board as a whole. Directors lack any individual authority to interact with the Tribal Council, College President, College employees, contractors, or consultants, without explicit formal Board approval.
- F. No Director shall officially interact with the public, press, community members, or other entities without explicit formal Board approval.
- G. No Director shall defame, slander, libel, or similar the College, the Board, other Directors, the College President, or College employees.
- H. No Director shall promise, convey, or otherwise obligate College assets, efforts, support, or human capital without the express direct authorization of the Board.
- I. No Director shall disclose any private, privileged, or other confidential information arising from a Board of Directors' meeting or function. This prohibition bars a Director from disclosing College, student, financial, or other information related information obtained in the course of the performance of their official Board duties.
- J. No Director shall participate in any Board action that would constitute an act of nepotism for the Director, their family, or others. No Director shall participate in, and must abstain from, the deliberation, decision, discussion, vote, or on any matter concerning the Director or their spouse or partner's family member.
- K. The **"Arm's Length Relationship"** required by the Northwest Association of Schools and of Colleges and Universities shall not be violated in any way by a Director. No Director, acting within their official capacity, shall seek any political favor, assistance, input, preference, privilege, or treatment for or from any member, officer, agent, or

representative of the Confederated Salish and Kootenai Tribal Council; provided, however, that such resulting interaction is outside the scope of a legitimate business or academic relationship.

- L. All Directors, prior to taking any official action, shall sign and abide by the Conflict of Interest and Ethical Conduct Policy, as adopted by the Board of Directors.
- M. The Board of Directors shall self-enforce and monitor violations of this Policy. The Board of Directors shall also actively investigate allegations of conflicts of interest or violations of ethics by Directors.
- N. The Board of Directors may waive a conflict, provided such conflict does not violate Tribal or Federal law, after a full disclosure of the conflict has been made and the Board has officially determined that a compelling reason exists for such waiver. If this process is not explicitly followed, the waiver shall be invalidated and shall be null and void.
- O. The Board of Directors may discipline a Director for any breach or violation of this Policy and such discipline may include, but is not limited to, warning, censure, reprimand, suspension, or expulsion.

DATED this _____ day of _____, 2022.

BOARD OF DIRECTORS
SALISH KOOTENAI COLLEGE, INC.

Board of Directors Chair