



**MISSION • VISION • VALUES**

**THE KERN COMMUNITY COLLEGE DISTRICT  
ETHICAL STANDARDS**

**BAKERSFIELD COLLEGE, PORTERVILLE COLLEGE,  
CERRO COSO COLLEGE**

**CODES OF CONDUCT**

**RESPECT FOR PERSONS AND ACADEMIC FREEDOM  
FAIRNESS AND HONESTY  
COMPETENCE**





## BAKERSFIELD COLLEGE

“Circumstances do not make a person, they reveal him.”

James Allen

“Being truthful when you know it will cost you is the true test of honesty.”

Dave Weinbaum

“Always tell the truth. That way you don’t have to remember what you said.”

Mark Twain

“The highest form of treason: to do the right thing for the wrong reason.”

T. S. Eliot

“Vision is the art of seeing the invisible.”

Jonathan Swift

“There’s a world of difference between truth and facts. Facts can obscure truth.”

Maya Angelou

“To exercise good character daily is to be morally fit for life.”

Ayn Rand

“Truth is not only violated by falsehood; it may be equally outraged by silence.”

Henri Amiel

Front Cover: Porterville College

Inside Back Cover: The Weill Institute



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## EASTERN SIERRA COLLEGE CENTER-BISHOP CAMPUS

### VISION

The Kern Community College District will be recognized as an exemplary educational leader, partnering with our communities to develop potential and create opportunities. Successful students will strengthen their communities and, along with the faculty and staff, become life-long learners.

### MISSION

The mission of the Kern Community College District is to provide outstanding educational programs and services that are responsive to our diverse students and communities. We accomplish this mission by:

- Providing academic instruction to promote fulfillment of four-year college transfer requirements and encourage degree and/or certificate acquisition in our surrounding communities.
- Providing work-force skills training through vocational/technical/occupational programs.
- Providing basic skills education and student services programs to help students become successful learners.
- Establishing partnerships with businesses and governmental entities as well as other educational institutions to advance economic development.
- Improving the quality of life of our students and communities through broad-based general education courses.
- Preparing students with the skills to function effectively in the global economy of the 21st century.
- Anticipating and preparing to meet challenges by continually assessing and prioritizing programs, services, and community needs.



## EASTERN SIERRA COLLEGE CENTER-MAMMOTH CAMPUS

### VALUES

The Board of Trustees, faculty, and staff of the Kern Community College District, in implementing the Mission of the District, subscribe to the following values. The “Student Value” is listed first to emphasize the importance of the District’s responsibilities to students. The other values are listed in alphabetical order.

- **STUDENTS**—Student learning is our primary mission. When students attain their educational goals, both their communities and society as a whole are the beneficiaries. To accomplish this mission, we must maintain an outstanding learning environment, including such resources as an excellent faculty and staff, student support services, and appropriate instructional facilities. Further, that environment should encompass a balanced approach to educational programming as well as respect for and support of individual student goals.
- **ACCOUNTABILITY**—Accountability is the ongoing process of assessing the effectiveness with which Kern Community College District meets the standards and expectations that have been established by the State and Federal governments, accrediting agencies, and the Board of Trustees. Further, all KCCD employees have a mutual responsibility for the quality and scope of our services as well as for honest stewardship of the resources entrusted to us.
- **COMMUNITY**—We are best able to provide high quality instruction and support services that promote and enhance life-long learning and human potential by working closely with our communities to establish mutually beneficial relationships with both public and private entities. We do this by assessing and prioritizing community needs and by addressing those needs through joint efforts. Thus, our colleges and communities in which they exist are shaped by their reciprocal relationships.
- **DIVERSITY**—We recognize and celebrate the similarities and differences in our students, staff, communities, services, programs, and ideas. We value diversity because it promotes learning, enriches our relationships, and enhances our ability to solve problems and make decisions.



## BAKERSFIELD COLLEGE DELANO CAMPUS

- **EFFICIENT AND EFFECTIVE SYSTEMS**—The Kern Community College District faculty and staff will strive to provide effective and responsible stewardship and management of its responsibilities and of KCCD resources by maintaining an open decision-making environment, participating in collaborative action, developing mutual respect among employees, making decisions in a timely manner, and achieving student goals.
- **EQUITABLE RESOURCES ALLOCATION**—The Kern Community College District is committed to providing equal access to relevant learning opportunities across its service area. It is important that the resources necessary for student, system, and institutional success be distributed in a manner that supports this commitment.
- **FACULTY AND STAFF**—We are committed, at all levels, to recruitment, retention, and promotion of the highest quality personnel; to employee satisfaction as indicated on periodic surveys; to professional growth and learning opportunities for all employees; and to a positive work environment. Excellence is realized through the energy and talents of our faculty and staff; therefore, appreciation is expressed for their contributions, mutual trust and respect are fostered, and an environment exists which is enriched by a diversity of people and ideas.

## CODE OF ETHICS

The Kern Community College District recognizes that a commitment to the highest ethical and professional standards on the part of all persons associated with the District is necessary to fulfilling our mission and realizing our vision, which are policies of the District. This code of ethics is based on two (2) fundamental principles.

- The first recognition of the dignity of all persons, which respects the inherent value and worth of each person. The second principle is a commitment to fulfilling our obligations to others using fair and honest means. All associates in the Kern Community College District, faculty, students, management, classified staff, and trustees, we well as volunteers and vendors, each bear personal responsibility for their own ethical behavior and for the ethical stature of our organization. We are committed to fulfilling the Kern Community College District’s mission. While we recognize the relationship between law and ethics, we further understand that legal requirements are necessary but not sufficient, and we endeavor always to do what is right and just, even when no one is watching, compelling, or evaluating actions.



## **RESPECT FOR PERSONS AND ACADEMIC FREEDOM**

The inherent dignity of all persons requires that we conduct ourselves with civility in all circumstances of our professional lives. This means that we do not participate in or accept, condone, or tolerate physical or verbal forms of aggression, threat, harassment, ridicule, or intimidation. The District is an institution of higher education and especially values a spirit of free inquiry and free speech. The District encourages the expression of a range of points of view, but we expect all expressions of content to be conducted in a manner respectful of persons. The District nurtures an atmosphere of mutual respect by treating everyone with dignity, even when the values, beliefs, or behavior of a person or group is different from our own. The District recognizes this foundation of mutual respect to be the basis of civil discourse in an academic environment.

The District further protects the dignity of persons by maintaining the boundaries of both necessary and appropriate confidentiality, and by prohibiting the exploitation of all persons through sexual harassment or financial, professional, or any other form of exploitation. The District seeks to develop policies, procedures, and practices which are both compassionate and fair. In order to assure that we are fair in our policies, procedures, and practices regarding the dignity and worth of persons, the District specifically prohibits discrimination based on race, color, ethnic group identification, ancestry, religion, gender, sexual orientation, national origin, age, and physical or mental disability. While this prohibition is necessary, it is the genuine valuing of diversity that serves to create the general atmosphere in which persons can thrive and realize their potential.

## **FAIRNESS AND HONESTY**

- The District desires to participate in a healthy work environment which emphasizes the achievement of our common purpose and the development of our potential as individuals and as an organization.
- The District will actively work to build the trust necessary to conduct its mission through open, honest, and fair practices and communications at all levels.
- The District values and practices the sharing of information, transparency of policy, and consistency of practice in all its dealings.



## CERRO COSO COLLEGE

- The District does not tolerate or condone dishonest practices, such as lying, stealing, plagiarizing, cheating, or deliberate misrepresentation of self, program, or information.
- The District does not tolerate the misappropriation of resources of any kind, either through misuse of property, time, equipment, or systems, or through inaccurate reporting which results in personal or group gain.
- The District develops and uses systems for the prohibition of bias, and for the reporting of conflict of interest, including conflicts resulting from work relationships in which employees have more than one (1) role in relation to another person, resulting in social pressures on professional conduct.

In those circumstances where such conflicts cannot be avoided and/or are considered minor in scope, we will commit to open and transparent consultation with supervisors and colleagues in order to protect individual rights, professional reputations, and the ethical reputation of our institution.

- The District will engage in self-monitoring and open information sharing to assure fairness in the distribution of resources necessary to support the mission.

## COMPETENCE

- The Kern Community College District recognizes the importance of competence to the effectiveness and trustworthiness of its endeavors. The District maintains currently in all areas of responsibility and seeks and uses feedback for improved performance, while also recognizing and celebrating performance achievements. The District is aware of and will behave in accordance with the policies and practices of its various professional associations and share these practices with students and colleagues.
- The District will further acknowledge and seek intervention related to impediments to competent performance, including but not limited to, continuing education needs, drug and alcohol abuse, and physical or mental impediments to competent performance of our duties. The District will use appropriate systems to support rehabilitation and/or accommodation.





## **CONCLUSION**

- The Kern Community College District celebrates its existence as a unique institution for the realization of human potential in the geographic area it serves and through the global connections fostered by its online programs.
- The District prizes most highly the education and achievements of students, and the fostering of lifelong learning throughout its organization.
- The District allows this value not only to direct our positive behavior and limit our potentially negative behavior, but to inspire us with a sense of shared purpose and a willingness to cooperate with one another in developing the highest potential in individuals and communities.

## **THE BINDING NATURE OF ETHICAL STANDARDS OF KERN COMMUNITY COLLEGE DISTRICT**

This statement of ethics articulates mutual expectations related to the employment or participation in providing services in the District, including service on the Board of Trustees and community advisory boards, and as volunteers and contracted service providers.

## **DEFINITIONS**

- **BIAS**—a partiality that prevents objective consideration; influence in an unfair way.
- **CIVIL DISCOURSE**—engage in courteous and polite conversation intended to enhance understanding; a moral interaction that presupposes ethical standards.
- **CIVILITY**—courtesy; politeness.
- **COMPETENCE**—the act of performing tasks and roles to an expected standard based on the possession of required skills, knowledge, qualifications, or capacity.
- **DIGNITY**—bearing, conduct, or speech indicative of self-respect or appreciation of the formality or gravity of an occasion or situation; the quality or state of being worthy of esteem or respect.



# Kern Community College District

## KERN COMMUNITY COLLEGE DISTRICT OFFICE

- **DISTRICT**—the Kern Community College District (referred to as “we” or “our”) is a political subdivision of the State of California and includes all Colleges, Centers, satellites, online, and all sites and persons governed by the Kern Community College District Board of Trustees.
- **ETHICAL STANDARD**—the principles and norms of proper professional and moral conduct concerning the rights and duties of professionals themselves and their conduct toward others.
- **ETHICAL STATURE**—The reputation for achieving and maintaining the highest level of professional and moral conduct.
- **ETHICS**—a system of moral principles; moral principles, as of an individual; a set of principles of right conduct.
- **EXPLOITATION**—the act of using another for personal gain; the practice of treating someone badly.
- **INHERENT**—existing in someone or something as a permanent and inseparable element, quality, or attribute; existing as an essential constituent or characteristics; intrinsic.
- **JUST**—guided by truth, reason, justice, and fairness; done or made according to principle; equitable; property.
- **REPUTATION**—the estimation of which a person or thing is held by others; the state of situation of being held in high esteem.
- **RIGHT**—in accordance with what is good or proper; in conformity with fact, reason, truth, or some standard of principle; correct in judgment, opinion, or action.



## **KERN COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES**

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Ms. Rose Marie Bans

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Mrs. Pauline Larwood

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## **KERN COMMUNITY COLLEGE DISTRICT CHANCELLOR**

Sandra V. Serrano, Chancellor

## **COLLEGE PRESIDENTS**

Dr. Greg A. Chamberlain, Bakersfield College

Dr. Mary Retterer, Cerro Coso College

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