Hillsborough Community College

ETHICS WORKGROUP MEETING

January 24, 2008

Meeting Minutes

Participants: Jim McCarter, Alicia Ellison, Bonnie Carr, Felix Haynes, George Keith, Carlton Williams

Call to Order:
George Keith, who presided as Chairperson in the absence of Sue Flaig, called the meeting to order at 2:05 pm. He read aloud the charge for the group in this initial meeting and explained that the purpose was to “operationalize” our code of ethics policy.

He asked the group if there were any questions regarding the charge. Felix Haynes stated that Dr. Stephenson has a higher standard than the state law and wants to maintain ethical issues with that in mind. A brief discussion began about various issues surrounding Ethics policies – i.e., faculty vs. staff may require different approaches and understanding the differences between ‘internal control’ and ‘ethical’ issues.

George Keith mentioned that Sue Flaig wanted to get from this group some times, locations, meeting patterns in getting what we want accomplished.

Brandon Campus was suggested as the best location to meet as it is the geographic center of District. It was voted unanimously that future meetings be held at the Brandon Campus. A discussion began about what day and time is best for everyone. A decision was made by the group that meetings be held twice a month - the 2\textsuperscript{nd} and 4\textsuperscript{th} Thursdays at 3:00 p.m. on the Brandon Campus. A target conclusion date of April 24\textsuperscript{th} was also agreed upon as a date to have all committee work completed.

George Keith asked everyone to review the various Ethics policies from community colleges provided in the handouts. Bonnie Carr asked if HCC’s Code of Ethics, Admin Rule were going to be incorporated. Carlton Williams also asked if we have a procedure in place that we are to edit these as part of our workgroup. Felix Haynes explained that what Dr. Stephenson wants is to see our ethics policies broadened. George Keith mentioned that it might be helpful that Dr. Stephenson give a re-charge to the group about the specific purpose of the workgroup – what she wants.

Carlton Williams suggested that gather HCC records documenting specific ethical issues where we’ve have problems in the past. This would be helpful to the group.

Felix Haynes mentioned that he will definitely speak to ‘inappropriate relationship’ ethical issues (student-teacher, employer-employee, sexual harassment, etc.)
George Keith explained the importance of recording the information that might be helpful to this workgroup order to proceed with our goal:

- We will need a horizontal scanning of declarations in college FUSA contracts, benefits, etc. to see what college has expressed. There are concerns that if a declaration comes out of our process, it can become a contractual issue with FUSA and we cannot afford to get on their bad side.

- Also, it would be helpful to gather information about what is out there dealing with behaviors of the organization as we may see some emerging patterns.

- A search function to find out if there are historical files or high profile cases relating to ‘explicit or implicit’, litigated, or brought before the Board that expose potential ethical issues.

George Keith asked the group to assess this first meeting. All agreed that it was a good start - successful.

The first part of the meeting concluded at 2:55 p.m.

A CUPA-HR Webinar entitled, The Seven Signs of Ethical Collapse, in which the workgroup participated followed at 3:00 p.m.