

Code of Ethics

Governing Bodies, Faculty, Administrative Staff, and Students

Introduction

The drafting of this code of ethics has been governed by the following guidelines which were articulated at the beginning of the process:

1. Our code of ethics should reflect our understanding of what it is to live in community.
2. Our code of ethics should define the nature of our responsibilities in relationships in the University.
3. Our code of ethics is not intended to be primarily a code of personal conduct.
4. We believe that the process of arriving at our expectations of each other is at least as important as the resulting document. The document should be seen as dynamic, to be reviewed and revised, albeit at infrequent intervals.
5. A code of ethics will not solve all our problems of living in relationships; it is not a how-to or how-not-to document. There is no substitute for the difficulties of dealing with each other in an ethical crisis.

As is readily apparent, we have made no attempt to arrive at an extensive list of prohibited behaviours. In the first place, such a list by its nature cannot be exhaustive because the opportunities for ethical distortion are infinite. In the second place, we wish to avoid a negative and moralistic approach to ethical relations, choosing rather to state the positive expectations clearly enough that certain things are patently unacceptable. Thirdly, a list of prohibitions would likely be skewed toward certain kinds of distortions that are taboos in our (Christian) society and would leave large areas untouched. Finally, we fear that a list of prohibited behaviors will not remove the sting from the process of dealing with sin and that inevitably the process of dealing with a brother or sister who has erred will be painful.

The code of ethics that follows describes the ways of relating which we aspire to. It is not to be seen as a substitute for the due processes that have been established for dealing with grievances, discipline, termination, dismissal, suspension, or expulsion. They are to be found in the Faculty Handbook, Chapter 1; the Administrative Handbook, Chapter 1; the Student Handbook; and the Residence Handbook, and members of each group are accountable for the published policies that apply to their group.

It should be noted that because the University maintains an open admissions policy and does not screen students as it does employees, the Student Code of Ethics represents a little different commitment than the others. The Student Code, drafted by a student committee, refers to the University's Statement of Faith as the origin of our ethical expectations but does not assume allegiance to it on the part of all students.

Finally, our code of ethics is based in the belief that we are all accountable to our respective communities. As individuals we have certain beliefs about what is right and wrong, but we must humbly give account of our actions to the community of believers of which we are a part and through which we come to know the will of God. Thus our personal beliefs are to a significant extent shaped by our relations with our communities.

Several institutions sent us their documents describing their ethical standards when we requested them. We would like to acknowledge the contributions of Biola University, Cedarville College, Central Wesleyan College, Grand Canyon University, Mid-America Nazarene College, Mount Vernon Nazarene College, Northwestern College, Samford University, Southern Nazarene College, Trinity Christian College, Warner Pacific College, and Wheaton College. Special acknowledgement should be given to The Master's College whose document exuded a spirit which we found particularly helpful.

The Steering Committee: Mary Vandenbrink, Chairperson, Wytze Brouwer, Peter Mahaffy, David Long, and Keith Ward.

Preamble

As employees and governors of The King's University, we affirm the University's Statement of Faith. We confess that Jesus Christ is Lord, and we believe that our freedoms and responsibilities are rooted in Him. We seek to maintain a

University whose purpose is to transform our culture so that the Lordship of Christ becomes more apparent, not only in the lives of individuals but in the institutional structures of our society.

We recognize that The King's University is rooted in a historic Reformed worldview. As members of the university community, we endeavour to understand and respect that worldview along with the insights of the other Christian traditions represented among us. We embrace the challenge posed by the Mission Statement to learn and grow together in Christ.

Together we aspire to create an affirming environment for our students and ourselves which fosters vigorous free enquiry, intellectual excellence, spiritual discernment, and moral growth. In so doing, we hope to build a reflective, open community which supports our search for truth and deepens our understanding of ourselves and our world. In this spirit, we will respect the dignity of others as God's image-bearers, and we pledge ourselves to repudiate hatred and prejudice in ourselves and others.

Aware that we often fail to live up to our ideals, we acknowledge the need to be a supportive, forgiving community which exhibits the love of God.

Code of Ethics for Governing Bodies

1. As members of the governing bodies of the University, we will show integrity and good faith in being promoters, maintainers, and developers of the University's vision, as stated in the Mission Statement and Statement of Faith, and as embodied in the strategic plans and goals of the University. We will do this according to the unique gifts of each person serving in these bodies.

1.1. Promoting the University's vision entails being a worthy ambassador of the University to various communities, calling attention to its programs and raising awareness of the University's Mission. As ambassadors of the University, we will conduct our personal lives so as to enhance the University's presence and not to bring it disrepute, and so as to demonstrate the personal qualities which we wish University personnel to manifest.

1.2. Maintaining the University's vision includes our giving careful oversight to programs and ensuring their appropriate implementation.

1.3. Developing the University's vision calls for us to accept that the vision is not a static entity but is open for change as times change.

2. As members of the governing bodies we will approach decision making with:

2.1. An attitude that fosters well-being, wholeness, and respect for all members of the University community.

2.2. Respect for differences while striving for consensus.

2.3. Respect for the views of the supporting community.

2.4. Sensitivity in handling conflict and disagreement.

2.5. An appropriate measure of confidentiality, especially with matters having to do with personnel.

2.6 A commitment to speaking the truth and showing a proper degree of trust and trustworthiness in relating with fellow Governors or Senators and with University personnel.

2.7 A commitment to disclose possible conflict of interest.

2.8 A commitment to maintain a united front, not making public statements which are critical of the University.

3. As members of governing bodies we will be sufficiently acquainted with relevant aspects of university life to:

- 3.1. Make well informed decisions or abstain from voting.
- 3.2. Promote the University loyally within the supporting community.
- 3.3. Represent the University with conviction to the broader Christian and other communities.

4. As members of governing bodies we will ensure that the University's work environment:

- 4.1. Supports and encourages staff, faculty, students, and others involved with the life of the University.
- 4.2. Champions academic freedom consistent with the University's vision and Statement of Faith.
- 4.3 Promotes respectful relationships that are free from emotional, physical, mental, spiritual, and sexual abuse or harassment.
- 4.4 Contributes to dealing with student, faculty, and staff academic or disciplinary problems, if and when they arise, in a manner that does justice to University policy and to the individuals involved.

5. Concerning the responsibility of the Board of Governors for the financial affairs of the University, we Board members will make decisions which

- 5.1 Safeguard the University from undue financial risk;
- 5.2 Promote the financial well-being of the University consistent with a fair and equitable treatment of its employees, suppliers, and creditors;
- 5.3 Exercise responsible stewardship of the University's resources;
- 5.4 Permit honest disclosure of the University's financial position to supporters and other stakeholders in a manner consistent with generally accepted accounting standards and practices;
- 5.5 Promote disclosure of benefits as well as risks to those that invest in the University;
- 5.6 Promote fund raising practices which
 - 5.6.1 Serve the donor and the University without promise of material gain to the donor;
 - 5.6.2 Do not misrepresent the University or its programs to the donor;
 - 5.6.3 Do not remunerate solicitation of gifts on the basis of amounts raised;
 - 5.6.4 Do not allocate designated gifts for purposes other than those designated;
 - 5.6.5 Maintain confidentiality of the donor, unless otherwise decided in consultation with the donor;
- 5.7 Promote investment practices which avoid
 - 5.7.1 Undue financial speculation

- 5.7.2 Investments in ventures considered inconsistent with the University's Christian character;
- 5.8 Respect Provincial and Federal laws and regulations related to financial transactions.

6. Concerning the responsibility of the Senate for the academic vision and programs of the University, we Senate members will:

- 6.1 Encourage the development of an academic program that challenges the academic abilities of the students and that encourages students to think through important issues and develop their own points of view.
- 6.2 Encourage the maintenance of a balance between effective teaching and competent research.
- 6.3 Ensure, by assisting in interviewing and hiring competent new faculty members, that the University's mandate of Christian teaching and research is continually strengthened.
- 6.4 Participate in a sensitive and just manner in the academic evaluation of faculty members.

Faculty Code of Professional Ethics

1. Faculty Relationships with Students

As teachers, we recognize that our primary task is to serve students by sharing knowledge and skills, fostering discernment, encouraging critical reflection, and exemplifying a love for creation and its Creator. To that end, we will:

- 1.1 Promote a high standard of scholarship by designing courses that challenge and stretch the intellectual capacities of students while making fair work load demands.
- 1.2 Demand integrity and honesty in academic work.
- 1.3 Maintain an appropriate balance between teaching and scholarship.
- 1.4 Demonstrate a deep respect for the Word, for God's creation, and for the intricacies of the human personality, enabling students to think through issues and develop their own points of view.
- 1.5 Counsel students as need arises, observing adequate office hours, encouraging candid interaction, making professional referral as warranted, and holding in trust information shared in confidence.
- 1.6 Deal justly in grading and in all other matters, taking care to avoid any exploitation of students over whom we may have power and authority. If a close personal relationship (family or other) exists or begins to develop between a faculty member and a student or other member of the university community, we will take appropriate measures (including consultation with colleagues) to minimize conflict of interest and to ensure impartiality.
- 1.7 Exercise leadership in the classroom, respecting each student as a responsible participant, encouraging each student to participate but honouring students' right to privacy.
- 1.8 Conduct ourselves with the full realization that we must teach by example as well as by precept and must show enthusiasm for the subject of study.
- 1.9 Present our students with courses that give an honest, accurate, and balanced presentation of the subject, and that clearly show how our Christian starting point influences our understanding of our subject.

2. Faculty Relationships with Other Scholars

As Christian scholars, we bring our faith to bear on our work within and across the various academic disciplines, and on the foundational questions underlying all intellectual endeavor. We aim to establish a vibrant academic community at The King's University and to serve one another, other Christian scholars, and the broader academic community. In that service, we aim to produce scholarship which reflects our commitment to the Christian faith and our understanding of the communal nature of academic freedom. To promote these aims, we will:

2.1 Place high priority on building supportive, professional relationships with colleagues by being present at the University whenever possible and by participating actively in colloquia and other mechanisms for the sharing of scholarship interests.

2.2 Hold the highest of academic standards in our disciplines and seek to grow professionally by pursuing opportunities to advance in knowledge and insight.

2.3 Cultivate scholarly competence by a disciplined program of reading, creative research, attendance at professional meetings, and membership and participation in reputable scholarly associations.

2.4 Pursue academic excellence, integrity, rigor, and credibility in our own work or when using, interpreting, or evaluating the work of others. We commit ourselves to the following practices in support of research ethics.

2.4.1 Disclosure of all commitments outside the University that might be construed as conflicting with our commitments to the University.

2.4.2 Disclosure of all substantial sources and amounts of remuneration from outside the University.

2.4.3 Disclosure of all relationships that might be construed as creating conflict of interest.

2.4.4 Scrupulous acknowledgement of all intellectual debts to other scholars, including students, so as to avoid any hint of plagiarism.

2.5 Each fulfil our appropriate share of teaching, advising, counselling, committee and other responsibilities.

2.6 Actively seek out the ways of working together within and across disciplines to address the challenging issues which face our culture.

3. Faculty Relationships with the University, Its Governors, and Its Administrators and Support Staff

As faculty members of The King's University, we subscribe wholeheartedly to the University's Statement of Faith and Mission Statement as printed in the Calendar. In keeping with our desire to contribute to the success of that mission, we will:

3.1 Endeavor to embody and witness to God's love and our freedom in Jesus Christ so as to promote the well-being of the University.

3.2 Keep in mind the well-being of the University when making decisions involving scholarship and research, leaves of absence, or plans for future employment.

3.3 Acknowledge the authority of the governors and administrators of the University and accept the responsibility to encourage them to exercise that authority wisely. We will express dissent openly and honestly, and in the proper channels, keeping in mind the need to promote unity and to avoid the spirit of faction. We will also respect and honour the support staff who sustain the work of the University.

A faculty member who can no longer support the University's understanding of its mission or live up to the University's interpretation of what it means to give Christian witness, will confer with the appropriate members of the University community. If such conference fails to result in a mutually acceptable solution, especially when that threatens to impair the success of the University's mission, that faculty member will consider resigning.

4. Faculty Relationships Outside the University

Faculty members participate in a variety of communities other than The King's University. As members of the supporting community and the larger Christian community, as members of local churches, and as citizens in the civic community, we will act in ways that promote the health and vitality of these communities and which bring credit to The King's University, to the teaching profession, and to the Christian faith. Thus, we will:

4.1 Respect and seek to enhance the special relationship we have with the supporting community.

4.2 Serve all of these communities in some of the following ways: public speaking, writing articles, performing (especially by those in the fine arts), consulting, teaching mini-courses, leading special seminars and participating in church activities and civic organizations.

4.3 Limit any outside employment, service or other activities so that they do not interfere with our fulfilling our responsibilities to the University.

4.4 Conduct ourselves in these communities with integrity and with consideration for the needs of others.

4.5 Seek every opportunity to foster wholesome relations between the University and the communities it serves.

4.6 Conduct our personal lives, as conspicuous and trusted representatives of the University, so as to enhance the University's presence and not to bring it disrepute, and so as to demonstrate the personal qualities which we wish our students to manifest.

Note: While this Code of Ethics states what we aspire to regarding ethical relations inside and outside the University, the University has adopted and will continue from time to time to adopt policies that govern how a faculty member who is perceived to be in breach of ethical standards will be treated. These policies are contained in Chapter 1 of the Faculty Handbook. Nothing in this document should be taken as superseding the status of published policies in the Handbook.

Staff Code of Professional Ethics

As members of the administrative and support staff of the University, we are committed to the following ethical principles:

1. We will foster a healthy balance between individual freedom and communal responsibility that best reflects the educational mission of The King's University.

1.1 We will consider our actions in light of both our freedom, and their potential effect on the University community.

1.2 We pledge to honour and obey published university policy. If we find that a policy conflicts with our consciences, we will disclose such conflict to appropriate personnel.

1.3 As conspicuous and trusted representatives of the University, we will conduct our personal lives so as to enhance the University's presence and not to bring it disrepute, and so as to demonstrate the personal qualities which we wish the students to manifest.

2. We will respect the dignity and integrity of every person we deal with, whether inside or outside the University.

2.1 We will seek to respond to students, faculty, staff, governors, and other members of the University community as individuals, not simply as members of a particular group.

2.2 We will respect the privacy of all members of our community by not disclosing confidential information.

2.3 We will deal justly in all other matters with students and others over whom we may have authority or power, taking care to avoid any exploitation of them, including sexual harassment. If a close personal relationship (family or other) exists or begins to develop between an administrative staff member and another member of the university community, we will take appropriate measures (including consultation with colleagues) to minimize conflict of interest and to ensure impartiality.

2.4 In other cases where we perceive a possible conflict of interest in the performance of our duties, we will disclose such conflict and take appropriate steps to avoid even the appearance of misconduct.

3. We will celebrate our oneness in the redeeming grace of God known through Jesus Christ and will acknowledge and appreciate the diversity of members of this community. We recognize a special duty to the faculty, staff, and governors of this institution to promote one another's growth in the faith. This requires from us tolerance of varying expressions of that faith, and wisdom in our actions and words so that we affirm one another's faith.

4. We will encourage each other to grow and mature in a Christian academic community that reflects the principles of love, justice, peace and humility.

4.1 We will pursue excellence in our roles in the University, and seek to enable excellence in our fellow staff members, in faculty, in governors, and in students.

4.2 We will attempt to report accurately our work as individuals and collective groups.

Note: While this Code of Ethics states what we aspire to regarding ethical relations inside and outside the University, the University has adopted and will continue from time to time to adopt policies that govern how a staff member who is perceived to be in breach of ethical standards will be treated. These policies are contained in Chapter 1 of the Administrative Handbook. Nothing in this document should be taken as superseding the status of published policies in the Handbook.

Student Code of Ethics

As students of The King's University we recognize that along with the rights and privileges of scholarship come responsibilities. Each of us is responsible to do her or his own part to promote harmony among the members of our university community by subscribing to an ethical code consistent with the University's Statement of Faith, even though we may not all be Christians.

1. Student-Staff Relations

1.1 We will treat the administrative and support staff with respect in their various positions.

2. Faculty Relations

2.1 We will honour our professors' professional expertise while feeling free to express differences in perspective or opinion. We will not undermine the legitimate authority of a professor in the classroom.

2.2 We will express our views of our professors in an appropriate way outside class, refraining from attempts to undermine their standing with fellow students.

2.3 During the formal instructor and course evaluation process, we will give honest, responsible assessments.

2.4 We will acknowledge our professors' right to make authoritative judgments although we reserve the right to appeal or challenge grades or marks awarded.

2.5 We will respect our professors' efforts to teach from a Christian perspective.

3. Student Relations

3.1 All students are unique individuals, and we will treat each other with dignity, regardless of age, ethnicity, gender, sexual orientation, or religion.

3.2 We will contribute to the best of our ability to our own learning and to the group effort to learn, avoiding the competitiveness that places our own self-interest above the needs of others.

4. General University Relations

4.1 We will maintain academic integrity as outlined in The King's University Calendar in the section on Scholarly Ethics and Academic Dishonesty.

4.2 We will treat all members of the university community with dignity, acting and speaking with integrity and consideration for the needs of others and with respect for God. We will also treat the university building, its contents, and its grounds with proper care.

4.3 When called upon to travel under the auspices of the University, whether as part of a musical group or athletic team, or on a field trip, we will act in such a way as to enhance the presence of the University.

Note: While this Code of Ethics states what we aspire to regarding ethical relations inside and outside the University, the University has adopted and will continue from time to time to adopt policies that govern how a student who is perceived to be in breach of ethical standards will be treated. These policies are contained in the Student Handbook and Residence Handbook. Nothing in this document should be taken as superseding the status of published policies in the Handbooks.