



BOARD POLICY

No. 917

TITLE: Code of Ethics for College Trustees
DATE ADOPTED: February 17, 2026
EFFECTIVE DATE: February 17, 2026
SUPERSEDES: January 15, 2019, and May 22, 1996

PURPOSE

This policy specifies the standards of ethics applicable to all College Trustees.

DEFINITIONS:

- *“Board”* means the Board of Trustees of Rowan College at Burlington County.
- *“College matter”* means any application, award, bid, claim, contract, license, proceeding, resolution, or transaction made by, to, against, or with the College, or which requires any official action by the Board, officers, or employees.
- *“Employee”* means any person compensated for full- or part-time employment services rendered to the College.
- *“Immediate family member”* means: the spouse, domestic partner, dependent, natural or adopted child, dependent grandchild, parent, sibling, or any other relative whose relationship to the Trustee would influence the Trustee’s objectivity or independence of judgment.
- *“Interest”* means any personal, financial, economic, property, or other concern amounting to a right, advantage, share, or portion inuring either directly or indirectly to a Trustee or to an immediate family member of a Trustee.
- *“Person or party”* means any natural person, association, corporation, estate, partnership, proprietorship, trust, or other legal entity.



STANDARDS OF ETHICS

1. No Trustee shall have any interest, financial or otherwise, direct or indirect, or engage in any business or transaction or professional activity, which is in substantial conflict with the proper discharge of the Trustee's duties to the College.
2. No Trustee shall use her/his official position to secure unwarranted privileges or advantages for herself/himself or others.
3. No Trustee shall act in her/his official capacity in any College matter in which the Trustee or any immediate family member of the Trustee has a direct or indirect financial interest that might reasonably be expected to impair the Trustee's objectivity or independence of judgment.
4. No Trustee shall undertake any employment or engage in any business, transaction, service, or professional activity, whether compensated or not, which might reasonably be expected to impair the Trustee's objectivity or independence of judgment in the exercise of her/his official duties as a Trustee.
5. No Trustee shall accept, directly or indirectly, any gift, favor, service, or other things of value under circumstances from which it might be reasonably inferred, or which the Trustee knows or has reason to believe, is offered for the purpose of influencing the Trustee in the discharge of her/his duties as a Trustee. Nevertheless, Trustees during the course of performing their official duties, may accept meals which are offered as part of a meeting or event, so long as all attendees of such meeting or event are also provided such meals. In the event that a sponsor of a meeting has pending with the College, a matter on which the Trustees must act in the exercise of their duties, during the time that said matter is pending, Trustees shall not accept any meals from any such sponsor, provided, however, the Trustee can accept a meal with a gross value \$100.00.
6. No Trustee shall knowingly act or engage in conduct violative of her/his trust as a public official.
7. No Trustee, nor any member of a firm or corporation with which the Trustee has an interest, shall appear or negotiate on behalf of a party not affiliated with the College, in any matter before the College or in any cause or proceeding involving the College.

For purposes of this section, "appear" shall include appearances, representations, or negotiations before any College officer, employee, committee, advisory body, or administrative unit.



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8. No Trustee shall use, or allow to be used, her/his public office, or any information not generally available to members of the public, which the Trustee receives in the course of or by reason of the Trustee's office, to secure financial gain, unwarranted privileged, advantages, or employment for herself/himself, her/his immediate family members, or others with whom the Trustee is associated.
9. No Trustee shall engage in any relationship with a student or employee for whom the Trustee has professional responsibility, which might reasonably be expected to impair the Trustee's objectivity or independence of judgment in the exercise of her/his official duties as a Trustee.
10. No Trustee shall solicit or accept any gift, favor, loan, political contribution, service, promise of future employment, or other thing of value, whether directly or indirectly, based upon an understanding that such item was given or offered for the purpose of influencing the Trustee in the discharge of official duties.

POST SERVICE RESTRICTIONS

For a period of one (1) year following termination of service as a Trustee, no former Trustee, and no business organization in which the former Trustee holds an interest, shall:

- a. Enter into any contract with the College that was not awarded pursuant to a public bidding or competitive process;
- b. Represent, appear for, or negotiate on behalf of any person or party other than the College before the Board or any College officer, committee, or administrative unit; or
- c. Be employed by the College for compensation, except pursuant to an open and competitive process as required by law.

DISCLOSURE OF POTENTIAL CONFLICT

1. At first knowledge of a transaction involving the College that reasonably could give rise to a conflict of interest, a Trustee shall disclose to the Board the precise nature of the interest or involvement of the Trustee or the Trustee's immediate family member(s) in any College matter to be considered by the Board or College administration.
2. Upon notification of the appointment or reappointment of a Trustee, the President of the College shall provide the Trustee with a copy of this policy.
3. Within thirty (3) days after the organizational meeting of the Board, each Trustee shall file with the Secretary of the Board, a form of statement specified by the Board which discloses the nature of any financial interest or business relationship which the Trustee



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has which relates to the College, or which the Trustee is otherwise required to disclose under this policy.

ENFORCEMENT

Violations of this policy may constitute cause for removal of a Trustee pursuant to N.J.S.A. 18A:64A-9 or imposition of other sanctions as determined by the Board to be appropriate.

****Adopted by Resolution of the RCBC Board of Trustees at its Meeting held February 17, 2026.**

A blue ink signature of Dr. David Spring.

02/18/2026

President

Date:

A blue ink signature consisting of the letters 'S' and 'K'.

02/18/2026

Chairman

Date: