

FINANCIAL CONFLICT OF INTEREST POLICY FOR MCCC OFFICIALS

DEFINITION OF MCCC OFFICIAL

Every member of the Board of Directors.

STATEMENT OF PRINCIPLE

No official of the Massachusetts Community College council shall have any interest, financial or otherwise, direct or indirect; or engage in any business or transaction or professional activity; or incur any obligation of any nature, which is in substantial conflict with the proper discharge of that individual's duties in the interest of Council members.

STANDARDS

1. No official shall make personal investments in enterprises which that individual knows or could reasonably be expected to know may be affected by decisions in which the official is involved.
2. No official shall make personal investments that may create substantial conflict between the duty to serve the members' interest and the official's private interest.
3. No official serving as a representative of the Council shall engage in any transaction with any business entity in which that individual has a direct or indirect interest.
4. No official shall directly or indirectly sell goods or services to the Council.
5. No official shall employ a household member to work for the Council.
6. No official shall accept any other position that will impair that individual's independence of judgment in the exercise of their official duties.
7. No official shall disclose nor otherwise use confidential information gained by reason of their Council position to further that individual's personal interest.
8. No official shall receive directly or indirectly a gift of value from a firm, corporation, individual, or any other source which sells goods or services to the Council.

COMPLAINT PROCEDURE

1. A charge of violation of the Financial Conflict of Interest Policy for MCCC Officials against any officer should be filed with the MCCC President. If the charge is against the President, or would include the President, the charge may be filed with the Vice-President, Secretary, or Treasurer or, if necessary, any regular voting member of the Board of Directors.

The person receiving the complaint shall work with President, Vice-President, Secretary or Treasurer, as long as that individual is not part of the charge, to convene a three-member panel of neutral parties, which will conduct an inquiry.

The neutral parties shall be selected from among incumbent Chapter Presidents or Immediate Past Presidents of chapters who are not members of the MCCC Board of Directors. The charging party and the charged party each will select a panel member, and the two selected shall agree upon the third member. Not more than one panel member shall be from any one chapter, and no panel member shall be selected from a chapter of which either the charging party or the charged party is a member.

2. The three-member panel shall transmit the report of the neutrals to the charged and charging parties and shall inform the Board of Directors of the case and of the results of the neutrals' report. If the neutrals report conflict of interest as defined in the policy, their report shall recommend a means to eliminate such conflict (i.e., divestment of holdings, resignation from office, abstention from participating in certain issues, full disclosure). If the neutrals report a conflict of interest they will afford the charged party a reasonable period of time to remove the conflict or resign. Upon the expiration of such stated period of time, the Board of Directors, the Presidents of the chapters of the principal parties, and the MCCC President shall be informed of the case and of the results of the neutrals' report.

If the charged party fails to comply with the neutrals' recommendation within the stated period of time, the following steps may be invoked:

- a. In the event the charged party is a member of a committee or council, or a member designated to represent the MCCC, the findings shall be reported to the President who shall exercise his right to remove the member from the appointed position.
- b. In the event the charged party is the President or Vice President, or a member of the Board of Directors, the matter shall be referred to a Hearing Committee consisting of all Chapter Presidents who are not involved.

DISTRIBUTION AND ACKNOWLEDGEMENT

- A. Copies of the Financial Conflict of Interest Policy for MCCC Officials and the Complaint Procedure shall be distributed to all MCCC officials annually.
- B. All MCCC officials will sign a statement annually, by the September Board meeting, that they have read the policy and are reporting any conflict of interest.

*Revisions adopted by the Board of Directors August 2010
Updated by the Board of Directors on November 16, 2018*