

DMACC Professional Code of Conduct

Revised: 8/04/2025

1. Purpose

This Code of Conduct establishes clear expectations for professional behavior and ethical standards among students, instructors, vendors, and other participants or attendees. Its purpose is to foster a respectful, inclusive, and productive environment that supports learning, collaboration, and integrity.

2. General Principles (All Participants)

- **Respect:** Treat all individuals with courtesy, dignity, and respect regardless of role, background, identity, or beliefs.
- **Integrity:** Act honestly and ethically at all times. Misrepresentation, plagiarism, bribery, and fraud are strictly prohibited.
- **Accountability:** Take responsibility for one's actions and decisions. Address conflicts or misunderstandings with professionalism.
- **Compliance:** Abide by all applicable laws, institutional policies, safety procedures, and professional standards.

3. Student/Attendee Conduct

- **Engage Actively:** Attend scheduled courses/sessions, participate constructively, and complete assignments and assessments with integrity.
- **Maintain Academic Honesty:** Do not cheat, plagiarize, or collaborate improperly on assignments.
- **Be Professional:** Use appropriate language, dress, and behavior in classrooms, labs, virtual platforms, and field sites.
- **Respect Learning Environments:** Do not disrupt instruction or distract others. Use technology responsibly.
- **Communicate Effectively:** Address instructors and peers respectfully, whether in person, by email, or online.

4. Instructor Conduct

- **Model Professionalism:** Demonstrate ethical, respectful, and inclusive behavior at all times.
- **Facilitate Learning:** Deliver content accurately, prepare thoroughly, and support all students' success.
- **Fair Assessment:** Evaluate students impartially and consistently.
- **Confidentiality:** Protect students' personal information and academic records in accordance with privacy laws.
- **Continuous Improvement:** Stay current in subject matter and teaching best practices.

5. Vendor Conduct

- **Conduct Business Ethically:** Provide honest, transparent services or products and avoid conflicts of interest.
- **Respect Community Standards:** Interact with students, staff, and instructors in a professional and non-disruptive manner.
- **Observe Safety and Access Rules:** Follow campus protocols, health and safety standards, and access permissions.
- **Maintain Confidentiality:** Protect any proprietary or personal data accessed during business interactions.

6. Digital Conduct

- Use respectful and professional language in all digital communications.
- Behave in respectful and professional manner during online classes and meetings.
- Do not engage in cyberbullying, harassment, or the sharing of unprofessional content.
- Protect login credentials and respect digital privacy of others.

7. Conflict Resolution

Participants are encouraged to resolve conflicts through respectful dialogue and collaboration. If resolution cannot be achieved informally, concerns may be escalated to the designated administrator following institutional procedures.

8. Reporting and Enforcement

Violations of this Code of Conduct may result in disciplinary action, up to and including:

- For Students/Attendees: Academic sanctions, suspension, or dismissal.
- For Instructors: Formal reprimands, suspension, or termination.
- For Vendors: Termination of contracts or removal from event/activity/course.

Concerns or violations should be reported in writing promptly to the designated administrator or compliance office. When applicable, the proper DMACC protocols should be followed. Reports will be reviewed in a fair, confidential, and timely manner. Individuals who report violations in good faith are protected from retaliation.

9. Acknowledgment

All students, vendors, and instructors are expected to review this Code of Conduct as a condition of participation in the program or partnership.