



Workforce Instructor Code of Conduct

1. PURPOSE

This policy communicates the expectations for professional conduct and application of ethical principles for Workforce Development instructors at Northern Pennsylvania Regional College (“NPRC” or the “College”).

2. SCOPE AND APPLICABILITY

This policy is applicable to all Workforce Development Instructors.

3. REFERENCES

- 3.1 INDX-1110-01: Master Policy Index
- 3.2 CLDR-1110: Policy Review Schedule
- 3.3 INDX-1110-02: Document Naming Key
- 3.4 NPRC-2120: Corrective Action

4. DEFINITIONS

5. POLICY

- 5.1 Instructors are expected to obey all state and federal laws and all College policies related to their work.
- 5.2 Instructors shall maintain elevated levels of competency in developing and executing instructional plans for the course(s) they instruct.
- 5.3 Instructors shall incorporate a range of methodologies into instruction appropriate to the discipline or course.
- 5.4 Instructors shall request and implement the necessary tools for effective teaching and learning.
- 5.5 Instructors shall promote the free and respectful expression of ideas, opinions, and diverse viewpoints within the classroom, among peers and staff, and with those of the college community.

5.6 Instructors shall maintain an expectation of professionalism for themselves and their students. Their verbal and written communications shall reflect sensitivity to the fundamental human rights of dignity, privacy, and respect.

5.7 Instructors shall exhibit the highest level of academic integrity and respect for their discipline and the art of teaching.

5.8 Instructors will strive for factual accuracy, show restraint in dealing with topics outside their area of expertise, and refrain from sharing information concerning the College outside their scope of responsibility in public forums.

5.9 Instructors shall demonstrate the highest level of professional integrity and respect for their industry expertise, while upholding excellence in instructional practice and workforce training.

5.10 An instructor found to be in violation of any policy or state or federal laws will have correction actions as outlined in NPRC-2120: Corrective Action.

6. RESPONSIBILITIES AND TIMELINES

6.1 The Vice President of Workforce Development and Community Development or designee is responsible for the oversight and administration of this policy.

7. REVIEW STATEMENT

Review of this policy will occur in alignment with CLDR-1310: Policy Review Schedule.