

Mechanical Review Board: Code of Conduct

Goal: To establish a set of principles and practices of the Mechanical Review Board members that will set parameters and provide guidance and direction for board conduct and decision-making.

Code: Members of the Mechanical Review Board, hereafter referred to as the MRB, are committed to observing and promoting the highest standards of professional and ethical conduct in the performance of their responsibilities on the MRB. Board members pledge to accept this code as a minimum guideline for ethical and professional conduct and shall:

Accountability of Role

1. Recognize that the role of an active and emeritus MRB member is to serve the best interests of the CSU (California State University) and its constituency.
2. Faithfully abide by the by-laws and policies, past, present and future, of the MRB.
3. Exercise reasonable care, good faith and due diligence in organizational affairs related to board responsibilities to CSU campuses and the CO (Chancellor's Office).
4. Fully disclose, at the earliest opportunity, information that may result in a perceived or actual conflict of interest.
5. Fully disclose, at the earliest opportunity, information of fact that would have significance in board decision-making.
6. Remain fully accountable for making recommendations that balance lifecycle cost-effectiveness with other considerations.
7. Remain fully accountable for sound engineering-related advice, recommendations, and compliance, including current code requirements, and recent technological advances.
8. Conduct organizational and operational practices in such a way as to conform to applicable local, state, and federal law.
9. Hold to account their fellow board members in adherence to this code of conduct and the requirements therein.

Personal Gain

10. Exercise the powers invested for the good of all members of the organization rather than for their individual benefit, or that of any entities they represent.

Professional Standards

11. Maintain a professional level of courtesy, respect, and objectivity in all MRB activities.
12. Adhere to professional standards in speech, language, and behavior in all interactions in which members are representing the MRB or serving as a CSU representative.
13. Members will conduct themselves with the utmost decorum and respect when interacting with CO staff, campus representatives, other Board members, and CSU affiliates.
14. Strive to uphold those practices and assist other MRB members of the board in upholding the highest standards of conduct.
15. Members will refrain from any activities that could impact their professional or personal judgement while engaging in Board related activities.

16. Acknowledge that any form of harassment, intimidation, or discrimination from an MRB member is grounds for immediate dismissal.
17. Understand that dismissal may result in a ban from participation for any entities represented by dismissed board member.

Collaboration and Cooperation

18. Respect the diversity of opinions as expressed or acted upon by the MRB board, the CO, CSU campuses and their affiliates, and formally register dissent as appropriate through the formal appeals process.
19. Work in a mutually respectful manner when interacting with CSU campuses, CO, and affiliated organizations.
20. Coordinate in good faith to solve complex problems related to campus and CSU projects.
21. Promote and contribute to a culture of openness, collaboration and professionalism in their role as an MRB member.

Equal Opportunity

22. Ensure the right of all MRB service recipients to appropriate effective services without discrimination on the basis of geography, political, religious, or socio-economical characteristics of the state or region represented.
23. Ensure the right of all MRB service recipients to appropriate effective services without discrimination on the basis of the organization's volunteer or staff make-up with respect to gender, sexual orientation, national origin, race, religion, age, political affiliation or disability, in accordance with all applicable legal and regulatory requirements.

Confidential Information

24. Respect the confidentiality of sensitive information known to the board as a result of membership.
25. Honor confidentiality as required by the Chancellor's Office, CSU campuses and, where appropriate, CSU affiliates.

I, _____ (print name), agree to uphold the principals and guidance contained within in this code of conduct to the best of my abilities while serving, in any capacity, as an MRB member.

Signature: _____

Board position: _____

Date of signature: _____