

Code of Ethics Policy			
Revision Number	2	Accountability	President
Policy Number	447	Operational Responsibility	Director, Talent and Culture
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Approval Authority	LCI Education Board	Next Review	April 2030

OBJECTIVES

LCI Education is committed to delivering high-quality education to our students and therefore, LCI Education (or the "Company") seeks to manage its businesses in accordance with values that meet the highest standards of integrity and excellence. Today, more than ever, companies must adopt rules of conduct to ensure that all employees act in accordance with their values.

This Code has been designed to help employees comply with these rules by setting out fundamental principles and key procedures that govern the conduct of business by the Company and its subsidiaries, including LaSalle College Vancouver ("LCV").

SCOPE

This policy applies to all employees, contractors and volunteers, such as Full Time Faculty Members, Continuing Part Time Faculty Members, Sessional Part Time Members and other administrative staff members at LCV.

1. Academic Integrity

We commit to honesty in all academic work, examples of ethical behavior include but not limited to:

- Submitting original work and properly citing sources to avoid plagiarism.
- Acknowledging the contributions of others in collaborative projects.
- Refraining from cheating, unauthorized collaboration, or falsifying academic records.
- Respecting intellectual property laws and the recognition of students, faculty, and external sources.

2. Respectful Communication and Relationships

We interact with each other in ways that promote dignity, respect, and constructive dialogue; examples of ethical behavior include but not limited to:

- Listening actively and respectfully to different viewpoints.
- Avoiding derogatory, threatening, or discriminatory language.
- Giving and receiving feedback constructively and without personal bias.
- Creating inclusive spaces where all community members feel safe to express their ideas.

3. Freedom of Expression and Academic Inquiry

We uphold the right to question, explore, and express academic ideas freely; examples of ethical behavior include but not limited to:

- Encouraging open debate and the respectful exchange of ideas in classrooms and meetings.
- Supporting a learning environment where diverse perspectives are valued.
- Not penalizing others for respectfully expressing unpopular or challenging opinions.
- Promoting inquiry, critical thinking, and evidence-based discussions.

4. Fairness and Equity

We treat others fairly and support an equitable learning and working environment, examples of ethical behavior include but not limited to:

- Applying rules and grading standards consistently and without favoritism.
- Being open-minded and inclusive in our teaching, leadership, and decision-making.
- Addressing inequities when they arise and advocating for fairness.
- Recognizing and respecting diverse identities, experiences, and learning needs.

5. Professional Conduct

We behave in a manner that reflects the values and mission of LCV; examples of ethical behavior include but not limited to:

- Being punctual, dependable, and prepared for classes, meetings, or responsibilities.
- Maintaining healthy boundaries in student-teacher and colleague relationships.
- Declining gifts or favors that could create a conflict of interest.
- Demonstrating professionalism in attire, language, and conduct.

6. Accountability and Responsibility

We take ownership of our actions and their impact on others; examples of ethical behavior include but not limited to:

- Meeting deadlines and following through on commitments.
- Acknowledging mistakes and taking steps to address them.
- Reporting unethical behavior or concerns responsibly and without retaliation.
- Upholding the integrity and reputation of the institution.

7. Confidentiality and Trust

We respect the privacy and confidentiality of students, staff, and institutional matters; examples of ethical behavior include but not limited to:

- Safeguarding personal and academic information.
- Not discussing sensitive issues in public or informal settings.
- Using discretion when handling student records, performance, or private concerns.

8. Commitment to Learning and Growth

We embrace lifelong learning and personal development; examples of ethical behavior include but not limited to:

- Pursuing opportunities for professional development and skill-building.
- Staying informed about current trends, practices, and ethical standards in our field.
- Being open to feedback and self-improvement.
- Encouraging others to learn and grow in a supportive, respectful way.

COMMUNICATION OF THE CODE

It is the responsibility of LCI Education management to ensure that each current employee and affected party has access to this Code and that each current and new employee signs the declaration attached to the Code.

EXCLUSIONS

There are no exclusions to this policy.