

Policy No: A-13

Subject: Code of Conduct

Number of pages: 2

Effective Date: June 27, 2015

Revision Date(s): March 16, 2023

Review Date(s):

Review Responsibility: AASL Bylaws and Organization Committee, AASL Board of Directors

Policy Statement:

AASL members functioning as representatives and/or decision makers of AASL must exhibit professional conduct.

Focus:

All AASL members functioning as representatives and/or decision makers of AASL including, but not limited to, elected or appointed AASL Board of Directors, appointed chairs, and representatives.

Purpose:

To educate all AASL members in order to maintain the highest standard of ethical and professional conduct. This awareness will preserve the credibility of the association.

Supportive Documentation:

Definitions:

1. AASL Leader: All AASL members functioning as representatives and/or decision makers of AASL including, but not limited to, elected or appointed AASL Board of Directors, elected section chairs, appointed chairs, and representatives.
2. Professional conduct: Professional conduct is behavior that brings credit to the profession and AASL, including but not limited to following:
 - a. Using ALA Connect to communicate.
 - b. Preparing for meetings and participating in respectful dialog that is useful and dynamic.
 - c. Committing to a decision-making format that addresses all available facts in each situation, taking into consideration the views of members.
 - d. Supporting the best interest of AASL at all times.
 - e. Accepting, supporting, and implementing all decisions of the decision-making body.
 - f. Supporting an environment of decision-making based on a comprehensive analysis of issues.

- g. Maintaining confidentiality when deemed appropriate.
 - h. Abiding by AASL and ALA policies that address conflict of interest and code of conduct.
3. Confirmation: an acceptance of the position is an acknowledgement that the AASL leader understands and agrees to the AASL Code of Conduct..

Procedure:

1. A copy of this policy must be provided to the members of the AASL Board of Directors and all AASL leaders.
2. Questions about this policy should be directed to the AASL Executive Director.
3. Disclosure of any actual, potential, or perceived violation of the code of conduct is the continuing responsibility of all members of AASL who act as representatives of the association. If a violation occurs, the AASL leader should contact the AASL Executive Director.
4. AASL leaders will annually submit confirmation of agreement to the AASL Code of Conduct. Failure to confirm commitment does not nullify the policy.

AASL Code of Conduct

As a leader or representative of AASL I affirm that:

- I will be responsible for checking the appropriate ALA Connect space to receive notification of all correspondence.
- I will prepare for meetings and participate in respectful dialog that is useful and dynamic.
- I will commit to a decision-making format that addresses all available facts in each situation, taking into consideration the views of members.
- I will support the best interest of AASL at all times.
- I will accept, support, and implement all decisions of the decision-making body.
- I will support an environment of decision-making based on a comprehensive analysis of issues.
- I will maintain confidentiality when deemed appropriate.
- I will abide by AASL and ALA policies that address conflict of interest and code of conduct.

I have received, read, and understand the code of conduct policy. I have had the opportunity to ask questions.

Acceptance of an AASL Leader position is an agreement to abide by the AASL Code of Conduct.