



WILLIAM
PATERSON
UNIVERSITY

WOMEN'S CENTER

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STATEMENT OF ETHICAL STANDARDS (Revised spring 2015)

The Women's Center is committed to providing programs and services to the William Paterson University community in compliance with the standards and guidelines developed by the Council for the Advancement of Standards in Higher Education (CAS) for Women's and Gender Programs and Services and in line with institutional policies and federal, state and local laws and regulations.

The Women's Center is dedicated to supporting and enhancing the student experience in higher education through encouraging student growth and development toward self-direction and self-determination. Its personnel recognize and value diversity in our society and embrace a cross-cultural approach in support of the worth, dignity, potential, and uniqueness of each individual.

The Women's Center recognizes the nature of the ethical responsibilities held in common by its personnel and approaches ethics through a core set of values, which include respecting the dignity and welfare of all people; promoting self-determination; honoring cultural diversity; advocating for social justice; and acting with integrity, honesty, genuineness and objectivity.

In the conduct of professional activities, the personnel of the Women’s Center shall be bound by the following ethical and professional principles. The personnel of the Women’s Center shall:

- Respect privacy and maintain confidentiality in communications and records as delineated by privacy laws and institutional policies and procedures in compliance with federal regulations about disclosure of information from the education records of current and former students.
- Discuss information obtained in a consulting relationship for professional purposes only with persons clearly concerned and making every effort to protect the student’s identity and avoid undue invasion of privacy.
- Disclose confidential information only to appropriate authorities as required by institutional policy or relevant law, particularly concerning information judged to be of an emergency nature, or when the safety of the individual or others is involved.
- Share only essential information when circumstances require the disclosure of confidential information, and to the extent possible, apprise the client in advance of such disclosure

- Comply with the provisions contained in the institution's policies pertaining to human subject research and assessment and student rights and responsibilities, as well as those in other relevant institutional policies addressing ethical practices and confidentiality of research and assessment data concerning work with human participants.

- Recognize and avoid conflicts of interest, or appearance thereof, in the performance of their work. Seek clarification by consulting supervisor or related professionals when in doubt regarding their ethical obligations.

- Strive to insure fair, objective, and impartial treatment in their interaction with others.

**Privacy,
confidentiality,
and disclosure**

**Human Subject
Research and
Assessment**

**Conflict of
interest**

**Fairness,
objectivity, and
impartiality**

- Perform their duties within the scope of their position, training, expertise, and competence. Seek clarification by consulting supervisors or related professionals when in doubt regarding their competence to perform duties.
- Be aware of the boundaries of professional competence, seek qualified supervision and/or make referrals when issue presented exceed the scope of their position.

Competence

- Ensure that institutional funds are managed in accordance with established and responsible accounting procedures and the fiscal policies or processes of the institution.

Fiscal management

- Use suitable means to confront and hold accountable other personnel who exhibit unethical behavior.

Unethical behavior

With the addition of a Campus Victim Services Coordinator, the personnel of the Women’s Center has been designated as “Confidential Resources” concerning incidents of sexual harassment, sexual assault, dating violence, domestic violence and stalking that are brought to their attention. Staff designated as "Confidential Resources" are not required under university policy or the law to divulge information about this type of interpersonal violence. The designation "Confidential Resource" rests upon two premises: (1) It is the right of the victim/survivor of this type of interpersonal violence to decide if they wish to report an incident, and how much information they wish to share about the incident. (2) Students who are uncertain about reporting their assault may find comfort in first meeting with a Confidential Resource to explore all options available to them, and to receive information about campus and community supports. The personnel of the Women’s Center shall:

- Refer to the training provided by the Campus Victim Services Coordinator concerning how to respond to students who disclose incidents of sexual harassment, sexual assault, dating violence, domestic violence and stalking.
- Promptly apprise the Campus Victim Services Coordinator or designated Center staff in her absence about the disclosed incident.