

**BOARD OF TRUSTEES  
UNIVERSITY OF THE DISTRICT OF COLUMBIA  
UDC Resolution No. 2018- 34**

**SUBJECT: DESIGNATION OF UNIVERSITY CHIEF ETHICS OFFICER**

**WHEREAS**, pursuant to 8B DCMR §100.5, whenever laws, regulations, or rules confer authority on the “Head of Agency” that term shall mean, with respect to the University of the District of Columbia (“University”), the Board of Trustees (“Board”) for the University; and

**WHEREAS**, pursuant to D.C. Code § 1-618.03(a), the head of each agency of the DC government shall appoint or designate an employee to serve as the agency ethics counselor; and

**WHEREAS**, pursuant to D.C. Code § 1-618.03(a), agency ethics counselors shall undertake and satisfactorily complete such training programs as are prescribed by the DC Ethics Counselor; and

**WHEREAS**, pursuant to the D.C. District Personnel Manual (“DPM”) § 1811.4, under the general guidance of the DC Ethics Counselor, agency ethics counselors shall be responsible for (a) advising agency employees with respect to their obligations under D.C. DPM Chapter 18; (b) maintaining copies of all laws, regulations, orders and advisory opinions with respect to ethical conduct and financial disclosure which are applicable to agency employees; and (c) advising the agency head with regard to the designation of agency employees required to file statements of financial interest under D.C. DPM § 1813.

**NOW THEREFORE, BE IT RESOLVED**, that the Board of Trustees of the University hereby designates Avis Russell, Acting General Counsel, as the University’s Chief Ethics Officer.

Approved by the Executive Committee

October 30, 2018

Ratified by the Board of Trustees:

November 7, 2018



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Christopher Bell  
Chairperson of the Board



## Fiscal Impact Statement

**TO:** The Board of Trustees

**FROM:** Managing Director of Finance *David A. Franklin*

**DATE:** October 24, 2018

**SUBJECT:** Designation of University of the District of Columbia (the "University") Chief Ethics Officer, Avis Russell

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### Conclusion

It is concluded that there is no fiscal impact to the proposed designation of Avis Russell, Acting General Counsel, as the University of the District of Columbia's Chief Ethics Officer.

### Background

The proposed resolution is for the designation of the University's Chief Ethics Officer. Pursuant to the District of Columbia Freedom of Information Act (the "Act"), D.C. Code §1-618.03, each agency of the D.C. Government shall appoint or designate an employee to serve as the agency ethics counselor, also commonly known as a Chief Ethics Officer.

Pursuant to D.C. Code § 1-618.03, each agency ethics counselor shall undertake and complete such training programs as are prescribed by the DC Ethics Counselor.

Therefore, effective November 1, 2018, the University's Board of Trustees designates Avis Russell, Acting General Counsel, as the University of the District of Columbia's Chief Ethics Officer, which includes but is not limited to the above responsibilities.

### Financial Impact

This request has been approved based on the information provided. There are no anticipated risks as this time