

Title: Ethics Committee Charter

Effective Date: May 10, 2018

Revision: New

Supersedes:

Approved with Motion B1845

N/A

Purpose

The ethics committee is responsible for administering the Procedures for Review of Member Conduct for the Society.

Background

The Society developed and implemented a Member Code of Conduct & Procedure for Review in 2010 and established this committee to ensure these procedures are implemented and followed consistently and objectively. The committee has since been added to the bylaws as a standing committee effective 7/1/18.

Scope

- In scope:
 - SWE Ethics Committee is delegated to administer these Procedures on behalf of the Board.
 - Review each complaint. Determine if claim is warranted, investigate as needed, determine charges, hold hearing, and recommend sanctions.
- Out of scope:
 - Actions taken under these Procedures do not constitute enforcement of the law, although referral to appropriate federal, state or local government agencies may be made about a member's conduct in appropriate situations.
 - Complaints essentially of a commercial nature (such as claims alleging defamation by or unfair business practices of a competitor), or primarily requesting judicial-type relief, may not be considered under these Procedures unless they also involve potential violations of the Code.

Resources and References

- Conflict of Interest Form
- Policy against Harassment
- Whistleblower policy
- Procedures for Review of SWE Member Conduct

Authority & Limitations

- The committee has no budget authority.

Deliverables

- Timely review & disposition of complaints per procedure
- Reports to BOD as required by procedure

Membership

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- Recommendations for revisions to procedure as needed
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- The Committee shall consist of members that served on the Society Nominating Committee, Board of Directors, Board of Trustees, or as Region Governors and shall have at least 5 members, including the chair.
 - Chair & chair-elect are appointed by the President for FY19.
 - Starting at FY20 elections (Spring 2019), chair-elect will be selected via the Society Election process.
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Criteria for Success

- Continued compliance by the Society’s leaders and members.
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Report To

President

Duration

Review in FY20
