

Charge for the ad hoc Committee to study Professional Codes of Conduct

Approved by Faculty Council February 17, 2020

Amended by Faculty Council Steering Committee in April 2020 to sun set the committee in June 2021, after submitting its final report to Faculty Council.

Background: Professionalism is a key component of medical school education and conduct. The School of Medicine (SOM) faculty serve as role models of professionalism to students, trainees, and colleagues. Despite the importance of modeling professional behavior, the SOM does not have a Professional Code of Conduct that applies to all faculty. Further, CWRU has limited options to address faculty-on-faculty professionalism concerns.

Faculty Council will form an advisory ad hoc Committee that will study Professional Codes of Conduct at other institutions, use this information to develop a proposed Professional Code of Conduct for the SOM's consideration including the formation of a permanent SOM Committee if appropriate, and present best practices for resolving professionalism concerns between faculty members to the Faculty Council.

- 1) The ad hoc Committee will be comprised of senior faculty who are elected by the faculty and appointed by the Dean. There will be one elected and one appointed faculty representative from each home institution (i.e., CWRU Main Campus, VA, UH, MHMC, CCLCM) for a total of 10 members. Leadership at each home institution shall make recommendations to the Dean for appointment on the committee and faculty based at each institution will elect one member.

Rationale: Adherence to high professionalism standards is expected of all SOM faculty members. It is fair to have equal representation from all CWRU SOM faculty home institutions. If a Professional Code of Conduct is adopted by the SOM Faculty, it will require the endorsement of leadership at all five institutions that employ SOM Faculty; consequently, leadership should have a voice in selecting representatives. It is equally important that the faculty of the five home institutions have a voice in electing their representative to the ad hoc committee. This joint model addresses both concerns.

- 2) Committee members do not need to be current Faculty Council members, but current or past service on SOM committees will be preferred.

Rationale: Knowledge of SOM and CWRU governance as well as existing CWRU resources will facilitate the ad hoc committee's work.

- 3) Committee members must be at the rank of associate professor or professor who have demonstrated expertise in professionalism. This expertise may be reflected in a variety of ways, including (but not limited to) invited lectures or curriculum development on professionalism, service on committees that entail consideration of topics related to professionalism (e.g., IRB, ethics boards or committees, CAPT), scholarship on topics related to professionalism, expert knowledge of ethics, etc.. Elections will be held at the beginning of March and the final Membership in the ad hoc committee will be presented to the Faculty Council by the end of March 2020.

Rationale: Limiting membership in the ad hoc committee to those at the associate professor or professor rank ensures that all ad hoc committee members have gone through the same review process and are recognized national or international leaders in their respective fields. Demonstrated expertise in professionalism will facilitate the timely work of the ad hoc committee and ensure that the committee's report and recommendations reflect the relevant literatures and best practices.

- 4) The ad hoc Committee will elect a Chair from among its members and inform the Chair of Faculty Council by April 15, 2020.

- 5) The Committee shall meet regularly and at least once a month. Members shall solicit input from faculty at their respective home institutions. It is expected that the committee will include ex officio members, in particular from General Counsel's office, representatives from the SOM Offices of Faculty and Diversity, and leadership who will be expected to help enforce any recommendations, to help inform the work early in the process and to review the final recommendations. The Committee will provide a report with recommendations to Faculty Council Steering Committee during the December 2020 meeting. Upon approval of the Steering Committee, the report will be placed on the agenda for the December 2020 Faculty Council meeting.

The committee report will include:

- a) A summary of existing Professional Codes of Conducts and mechanisms for resolving inter-collegial conflicts,
 - b) A draft Professional Code of Conduct for discussion and/or adoption by the Faculty Council and the SOM Faculty,
 - c) A recommendation on the administration of the Code of Conduct in the School of Medicine and across institutions, and
 - d) If a Professional Conduct Committee is recommended, present a draft charge outlining membership and duties.
- 6) The Committee will sunset in January 2021 following submission of its final report including comments from Faculty Council representatives.

Rationale: Deadlines and requirements regarding regular meetings help maintain progress so that the ad hoc Committee can fulfill its charge.