

The Ethics Committee

SOURCE OF AUTHORITY AND GOVERNING RULES:

The Ethics Committee of the CPCU Society (the “Society”) is governed by the Society’s Bylaws and the Pennsylvania Not-For-Profit Corporation Law.

CHARTER TERM DURATION:

Ongoing

OPERATIONAL ALIGNMENT:

Works with the Society’s staff liaison.

PURPOSE AND RESPONSIBILITIES:

The Ethics Committee increases awareness of ethical issues and the CPCU Code of Professional Conduct throughout the Society. The Committee provides education and resources to help members discuss ethical issues that have an impact on daily professional lives. .

DELIVERABLES:

- Develops and provides training and resources to educate and improve awareness of ethical issues for all Society members;
 - Serves as a liaison to CPCU chapters, interest groups and other components within the association to promote active ethics awareness participation;
 - Raises awareness and supports ethics and the CPCU Code of Professional Conduct through an annual Ethics Awareness Month campaign;
 - Raises awareness of ethical challenges within the Society and recommends changes to the Leadership Council; and
 - Drafts and submits meeting minutes to staff within 10 business days of any meetings.
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ACCOUNTABILITY:

- The Ethics Committee is accountable to the Leadership Council;
 - Ethics Committee members meet virtually at least two times per year and in person at the Annual Meeting and Leadership Summit. The committee may also conduct some of its business by e-mail; and
 - A majority of the members of the Committee constitutes a quorum for the transaction of business, and the affirmative vote of a majority of those present is necessary for any action by the Committee.
 - For succession planning, committee members are responsible for identifying qualified successors who are diverse and a good fit for the committee’s purpose and goals.
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ETHICS COMMITTEE LEADERSHIP:

The Chair of the Ethics Committee is appointed by the Society President, subject to approval by the Leadership Council. The committee Chair, in collaboration with the staff liaison, is responsible for the overall direction and management of the committee.

Preference will be given to an individual who has served as a member of the Ethics Committee, who has the support of their employer and has knowledge of Society structure and its volunteers.

The Chair, in collaboration with the staff liaison, will select a vice-chair. The vice chair will serve as the chair in the event the committee chair cannot attend or participate in a meeting. Selection of a vice-chair does not guarantee the individual will be appointed to the chair position when vacant.

COMPOSITION:

The Ethics Committee shall consist of a maximum of twelve members, including the chair and vice chair.

Members of the Ethics Committee are appointed by the Ethics Committee Chair, subject to approval by the Leadership Council. Vacancies in the membership of the committee will be filled by the chairperson in collaboration with the staff liaison.

TERM:

The Ethics Committee Chair serves a two (2) year term and is limited to one term.

Committee members serve a two (2) year term. At the discretion of the chair, a member may have the option to maintain this position for two (2) additional one (1) year terms, if all responsibilities have been met and s/he fulfills the needs of the Committee. No member will serve more than four (4) consecutive years, provided that the term of a committee member appointed to serve as Committee Chair shall be extended for the duration of his or her Chairmanship.

So that all terms do not expire at the same time committee member term expiration dates should be staggered.

SELECTION PROCESS AND QUALIFICATIONS:

Ethics Committee members are identified through an open call for qualified volunteers. Selection is based on the following qualifications.

- A CPCU Society member in good standing;
- A CPCU designation holder or an individual working towards their CPCU designation;
- Interest to serve on the Ethics Committee;
- Desire to raise ethics awareness to Society members and those working in the risk and insurance industry;

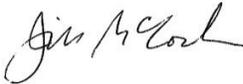
The Ethics Committee

- Must be able to self-fund attendance and registration at the Leadership Summit and the Annual Meeting; and
- Ability to work independently, in a group and virtually to complete deliverables as required by the Society.

REMOVAL OF COMMITTEE MEMBERS:

An Ethics Committee member including its chair and vice chair, may be removed at any time, with or without cause, upon (i) the affirmative vote of two-thirds (2/3) or more of the other Ethics Committee members, or (ii) the affirmative vote of a majority or more of the Council members present at a meeting of the Leadership Council where a quorum is present, provided that written notice of the intention to consider the removal of such committee member has been included in the notice of the meeting at which such removal will be considered.

APPROVAL:



Jill D. McCook, CPCU, CLU, M.Ed., AIS, AIM
2019 President and Chair, CPCU Society Leadership Council

9/6/19

Date

September 20, 2019

Date of Leadership Council Approval