

## Code of Conduct Committee (CCC)

### Purpose

The Code of Conduct Committee (CCC) oversees the implementation of the Association's [Code of Conduct policy](#) and administers its [due process procedures](#).

### Charge

The Code of Conduct Committee (CCC) is a standing group which reports to the ARL Board of Directors. The CCC is charged with overseeing the implementation of the Code of Conduct policy, administering its due process procedures (such as coordinating the response to alleged violations), and reporting its activities to the ARL Board on a regular basis.

### Membership

The CCC consists of four members:

- The ARL Board Past President
- Chair of the Diversity, Equity and Inclusion Committee (standing member)
- Chair of the Member Engagement and Outreach Committee (standing member)
- Chair of one of the remaining association committees (to rotate in alphabetical order on an annual basis beginning with the Advocacy and Public Policy Committee in 2022)

Members of the CCC must be ARL member representatives. The CCC will select its Chair from amongst its members (excluding the ARL Past President). The Executive Director may serve as staff lead or delegate as appropriate.

### Terms

The term of a CCC member shall be one year. If a member is actively engaged in an investigation/adjudication at the end of their term, they will be permitted to finish these activities before terminating their appointment. No member shall serve more than two consecutive terms.

## **Meetings**

The committee shall meet as needed to conduct the work of its charge.

## **Areas of Responsibility**

- Provides oversight to the ARL Allies group.
- Determine and coordinate the provision of formal bystander training for itself and designated ARL Allies.
- Informally mediate disputes between parties in alleged Code of Conduct violation situations.
- Administer the Code of Conduct violation formal resolution process, including communication to involved parties, investigation into and determination of final disposition of alleged claims, and recommendation of sanctions or other disciplinary actions (when deemed appropriate).
- Recommend training and/or programming (in partnership with MEOC) that enhances and advances ARL's commitment to developing and maintaining a welcoming, inclusive, and respectful environment.

## **Decision-Making**

The committee makes recommendations to the Executive Committee which are subject to review (via the appeals process) by the full ARL Board.

## **Code of Conduct**

The committee adheres to the ARL Code of Conduct in all of its deliberations and activities.

Approved by the Board of Directors - March, 2022