American College of Surgeons (ACS) Committee on Trauma (COT)
Trauma Education Courses
Faculty Code of Conduct

Purpose and Scope:

This policy outlines professional conduct expected for faculty, staff, educators, and students during the planning and delivery of educational programming sponsored by the COT. All participants in COT education courses have the right to expect a SAFE learning environment.

Professional Conduct for Course and Educational Activity Participants:

1. Promote course principles and methodology.
2. Acknowledge and respect different beliefs, backgrounds, values, and cultures of course participants.
3. Report discrimination, bullying, and sexual harassment.
4. Actively engage in the course with prompt arrival, close attention, completion of course requirements, and appropriate pre-planning or reading.
5. Disclose and resolve any conflict of interest prior to the course.
6. Adhere to the infection control standards of the institution, business, or state in which the programming is occurring.

Behaviors that Demonstrate Professional Conduct

1. Attempt collaboration and collegial resolution of conflicts.

2. Refrain from demeaning, discriminatory, or harassing behavior and speech. This includes attempts at “humor” that others might find awkward or offensive.

3. Exercise situational awareness and mindfulness of one’s surroundings and the effect one’s behavior and speech may have on fellow participants.

Unacceptable behaviors

The COT has zero tolerance for the following:

1. Violence, threats of violence, or violent language

2. Sexist, racist, homophobic or other discriminatory speech or conduct

3. Inappropriate recordings or photography and any publications of such

4. Inappropriate physical conduct

5. Unwelcome sexual attention/advances, including the use of sexualized language

6. Stalking, following, or intimidation, either online or in-person

7. Disruption of courses or other COT educational initiatives

8. Advocating for any of the above-mentioned unacceptable behaviors

9. Any other conduct or speech deemed inappropriate and/or that may jeopardize the success of a COT educational initiative

Breach in the Code of Conduct:

Method to Report:
Anyone who is subject to or witnesses Unacceptable Behavior, or has any other concerns, has a responsibility to report breaches in the code of conduct to the course director for the activity in question. In the case of a breach by the course director, the course coordinator should be notified and will report the circumstances to the State, Provincial, or Regional leadership. If local notification is deemed insufficient, reports may also be made directly to the ACS Trauma Education office at traumaeducation@facs.org. All reports will be considered confidential, and the identity of the reporting party will not be released without their express consent.

Processes to Resolve:
Course directors, state/provincial, and regional leaders may provide direct feedback to the course faculty involved in a reported breach in code of conduct. If the breach is uncorrected, unresolved, or serious in nature, the course leaders may sanction the faculty member to non-participation.
Should the local, state/provincial, or regional leadership feel that the incident requires attention from the COT and ACS, they may refer the matter to the ACS Trauma Education office. The final determination of whether conduct constitutes Unacceptable Behavior, the consequences thereof, and any sanctions or actions imposed by ACS, are solely at the discretion of ACS. Said determinations are final and not subject to appeal. If ACS determines that the breach in conduct is sufficiently serious and that remediation is not an option, the faculty member may be temporarily or permanently banned from participation in any COT educational activities. Anyone asked to stop Unacceptable Behavior is expected to comply immediately; failure of compliance may also result in temporary or permanent expulsion from COT educational activities.
Other consequences may include permanent revocation of Instructor Status, Coordinator Status, or Educator Status, which will be noted in the Course Management System.

Processes of Remediation
At the discretion of a Course Director, State/Provincial/Regional Chair, and or the COT or ACS, a faculty member may be asked to participate in a remediation process. Local and regional leadership will be given wide discretion for determining appropriate remediation procedures.
Examples of behavior or outcomes that may be determined to warrant remediation may include but are not limited to:

- Recurrent suboptimal evaluations by course participants of the faculty member's teaching effectiveness

- Observations by the Course Director and/or Course Coordinator that the faculty member is not complying with the teaching methods put forth by and expected by the COT Course leadership
- Failure of the faculty member to support the goals and objectives of the COT Course; this may include verbal denigration of the Course principles and/or methods.

The decision of the COT and ACS as to whether the faculty member must undergo a process of remediation is final and not subject to appeal; should the faculty member decline to participate in a remediation process, they will be subject to revocation of their status and expulsion from COT educational courses/activities.

Relationship of the Parties

Faculty members are volunteering to be part of the ACS' COT educational efforts and are not employees or subcontractors of the ACS and have no right(s) in or to the remediation process. ACS reserves the right to revoke a faculty member's status and expel them from participation in any further ACS' COT educational courses/activities at will, and the faculty member shall have no right to appeal ACS' decision, which shall be final. Once a faculty member is notified of ACS' decision to revoke their status, the faculty member(s) will immediately cease further instruction of ACS COT courses and any further use of ACS' materials and trademarks.

My signature below attests to my understanding of the above Code of Conduct and my agreement to comply with the terms mentioned therein.