

**FMIGS Nominations Committee  
Policy and Process**

**NOMINATIONS COMMITTEE POLICY**

Members of the Nominations Committee should drop from committee participation if they want to be considered for a nomination.

1. Nominees for all positions must be active members in good standing in the AAGL.
2. The Secretary-Treasurer nominee must have been a previous member of the AAGL, FMIGS or Foundation Board, JMIG or SurgeryU Editorial Board and a current or former Director or Associate Director of an FMIGS program.
3. Prior to accepting nomination, Nominees must testify to the following:
  - a. If elected, they will serve and fulfill their roles as dictated. This includes participating in conference calls, attending in-person board meetings, and fulfilling their roles as active members of the Board of Directors.
  - b. That they are not currently serving on another national or international gynecological or surgical society board and that they will not accept such a position during their tenure on the FMIGS Board of Directors.
  - c. That they have read and completed the FMIGS Conflict of Interest (COI) Policy and have no major conflicts of interest. Possible major conflicts are considered either financial relationships or the support of other organization's conflicting principles or agendas. If conflicts are identified, they agree to remedy those conflicts if elected.
  - d. That they have read and completed the Willingness to Serve Form.
  - e. The FMIGS Executive Committee will serve to adjudicate any possible conflicts that the Nominations Committee identifies.
4. The Nominating Committee shall not:
  - f. nominate more than one candidate from any given institutional site in any given election cycle, and
  - g. nominate any candidate from an institutional site when (at the time the nominations are decided) a person from the same institutional site is already serving on the Board of Directors for all or any portion of the board term being filled.
  - h. If more than one candidate from the same institutional site is considered, the Nominating Committee shall, at its discretion, select only one candidate from the same institution.
  - i. If candidates are considered from different sites within the same institution, the Nominating Committee is responsible for making the Board of Directors aware of each candidate's affiliation.
5. Nominees who have family members or are related to anyone serving on the Nominations Committee or current Board of Directors will not be considered for nomination.

6. When considering nominees for the FMIGS Board, the strategic advantages of their location should be considered. This would include not only their ability to contribute to Board discussions, but also their ability to foster strategic relationships.
7. Nominees for each position should be matched as much as possible with someone who has equal strengths and weaknesses. When selecting nominees, consider how their experience and knowledge will add value and cohesiveness to the Board of Directors.
8. Nominees who currently hold other AAGL related major positions on the following Boards: Foundation of the AAGL, JMIG Editorial Board, SurgeryU Editorial Board and the Fellowship in MIGS Board are not eligible to be nominated but should be considered after their term is over.
9. Deliberations of the Nominations Committee are confidential and should not be shared with anyone outside of the committee but may be shared with the Executive Committee as necessary to approve a deviation from the Nominations Policy or Process.

### **Goals**

The primary goal of the FMIGS Nominations Committee will be to oversee the nomination and election of the Secretary-Treasurer and Directors-at-Large by scheduled vote on or before September 15<sup>th</sup> of each year.

### **Charge of the FMIGS Nominations Committee**

The committee will be charged with reporting to the FMIGS and AAGL Boards of Directors on matters relating to annual elections of Board positions.

### **Selection, Composition and Size of the Committee**

The FMIGS Nominations Committee shall consist of the FMIGS Immediate Past President, the Fellow Representative, the Program Director Representative, one FMIGS Director-at-Large elected by the Board by a simple majority and the AAGL Immediate Past President (who shall not have the right to vote). FMIGS Directors-at-Large are eligible to serve on the FMIGS Nominations Committee after they have completed the first year of their two-year term. In the event that one or more persons in these identified positions is unable to serve, the FMIGS Board of Directors will, by majority vote, appoint a replacement of comparable experience.

## **NOMINATIONS COMMITTEE PROCESS**

The FMIGS Nominations Committee shall publish a general call for nominations for the positions of Secretary-Treasurer of the Corporation and Directors-at-Large of the Board of Directors, Program Director Representative (odd years), Fellow Representative (even years) on or before August 1<sup>st</sup>, Deadline for submission of nominations will be on August 15<sup>th</sup>.

1. The call for nominations shall be published on the home page of the AAGL and FMIGS website, in the mass mailing publications to the AAGL membership, and by email notification using the appropriate membership mailing and/or emailing lists.
2. The call for nominations shall describe the qualifications and exclusion for available positions.
3. The FMIGS Nominations Committee shall review the nominations for the position of FMIGS Secretary-Treasurer and FMIGS Directors-at-Large, Program Director Representative (odd years), Fellow Representative (even years) and present to the FMIGS Board a slate of candidates for election on or before September 15<sup>th</sup>.

- a. The slate of candidates for Secretary-Treasurer shall consist of not less than two (2) and not more than four (4) qualified candidates. To be considered eligible to serve as Secretary-Treasurer, participation in a leadership role (i.e., previous member of the AAGL, FMIGS or Foundation Board, JMIG or SurgeryU Editorial Board and a current or former Director or Associate Director of an FMIGS program) is a requirement. Anyone who has previously served as an elected FMIGS Officer is not eligible to be nominated again.
- b. The slate of candidates for two Directors-at-large positions shall consist of not less than four (4) and not more than six (6) qualified candidates.
- c. If eligible, candidates may be considered for both positions when appropriate.
- d. Directors-at-Large may serve a total of two terms, but not consecutively.

The FMIGS Nominating Committee shall present to the AAGL Board of Directors, for its information and not for approval, a copy of the slate of candidates on or before September 15<sup>th</sup>.

4. On even numbered years, there will be a call for nominations for a Fellows' Representative. Eligible candidates include recent FMIGS graduates who finished his/her training within 2 years before being elected and have never served as an Officer of the FMIGS Board. The Fellows' Representative shall serve for a term of two years. The FMIGS Nominations Committee shall review the nominations for the position of Fellows' Representative and present to the FMIGS Board a slate of candidates for approval. The slate of candidates shall consist of not less than two (2) and not more than four (4) qualified candidates. Fellows currently in training shall then elect one (1) from the list of nominees by September 15<sup>th</sup>.
5. On odd numbered years, there will be a call for nominations for a Program Director Representative. Eligible candidates include current FMIGS Program Directors who have never served as an Officer of the FMIGS Board. The Program Director Representative shall serve for a term of two years. The Nominations Committee shall review the nominations for the position of Program Director Representative and present to the FMIGS Board a slate of candidates for approval. The slate of candidates shall consist of not less than two (2) and not more than four (4) qualified candidates. Current FMIGS Program Directors shall then elect in one (1) from the list of nominees by September 15<sup>th</sup>.
6. The FMIGS Nominating Committee shall conform to then-current AAGL Nominations Committee Policies.

**Commencement.** The term of office shall commence on January 1 of the subsequent year.

#### **Committee Meetings**

FMIGS Nominating Committee meetings will mostly be held by phone conference call. It is recommended to meet as necessary to ensure the committee's goals are accomplished.

#### **Financial Responsibility**

Any needs for financial support must be submitted to and approved by the FMIGS Board of Directors.

#### **History of the FMIGS Assessment Committee**

The FMIGS Nominations Committee was created and authorized in July 2015.