

1.3 – Nominations Committee

1 **Purpose:** The purpose of the Nominations Committee of the Board of Trustees of the Foundation for
2 Osteopathic Emergency Medicine (FOEM) will be to identify a slate of nominees annually to fill any
3 positions that become vacant by the expiring term(s) of existing member(s), or to identify new members
4 needed to expand the Board.

5
6 **Membership and Appointments:** Members of the Nominations Committee will be appointed annually
7 by the President who will identify members of the Board with non-expiring terms for that year.
8 Membership will be made up of the Vice President, who will act as the Chair of the Committee, and two
9 other members. The Executive Director will serve as the Secretary to this Committee and will be a non-
10 voting member.

11
12 **Process:** The members of the Nominations Committee will convene each fall to solicit membership from
13 the membership of the American College of Osteopathic Emergency Physicians, the emergency medicine
14 research network and the general public. Membership availability will be announced at the ACOEP
15 Membership Meeting each fall and through general communication with the public on the Foundation's
16 website and solicitation of qualified members will begin.

17
18 Solicitation will end on or about January 31st annually at which time the Nominations Committee will
19 review the applications and qualifications of candidates. Interviews of candidates will be assigned to
20 members of the Committee and reported back to the Nominations Committee which will develop a
21 ballot of qualified candidates.

22
23 Elections for New Board Members will occur at the spring meeting of the Foundation and new members
24 will be incorporated into the Board's conference calls beginning in April annually.