

## SROP – Fellows of the American College of Nurse-Midwives (FACNM)

- I. Purpose: The Council of Fellows (Council) is a component body of the College composed of ACNM members who have been granted the FACNM designation and exist to serve as a resource to ACNM and the profession of midwifery.
  
- II. Composition
  - a. All members of FACNM have been designated as such by meeting criteria set forth by the FACNM Board of Governors (BOG).
  - b. FACNM membership is restricted to Distinguished Fellows and Fellows-At-Large.
  - c. Membership is an honor bestowed upon those midwives whose demonstrated leadership, clinical excellence, outstanding scholarship, and professional achievement have merited special recognition both within and outside of the midwifery profession. FACNM represents the commitment of the ACNM to honor our own. In light of the vast wealth of expertise and collective wisdom represented within the body of Fellows, its mission is to serve the ACNM in a consultative and advisory capacity.
  - d. The FACNM designation is conferred for life.
  - e. The Council elects the FACNM BOG.
  
- III. General Activities and Restrictions of the Council and BOG
  - a. Activities
    - i. Share information, network, mentor and act as a resource for FACNM members and other interested ACNM members.
    - ii. Propose educational content for ACNM meetings.
    - iii. Hold at least one annual meeting of the Council.
    - iv. Publish information about the FACNM, its meetings and activities, in ACNM publications and website.
  
  - b. Restrictions
    - i. FACNM will not identify its position as that of the ACNM or imply that the ACNM supports the FACNM's position, if the ACNM holds a different position.
    - ii. FACNM collects and maintains ongoing funds for its own use as agreed to in the current FACNM/ACNM Memo of Understanding (MOU).

IV. Governance

- a. FACNM Council governance structure includes a Board of Governors (BOG) elected by the Council. The Board of Governors includes:
  - i. Officers: Chair, Chair-elect, Vice Chair, Secretary, Treasurer
  - ii. Regional Governors: representatives from each ACNM Region
  - iii. Two Governor's At-Large elected from the Council Membership
- b. BOG members will serve for a term of 3 years and may be reelected to a 2nd term for a maximum of 6 years of continual service.
- c. Previous BOG members will be able to run for a new position on the BOG after at least one year of non-service on the Board.
- d. In the event that a BOG member is unable to complete a full term, the Chair, in consultation with the BOG, will appoint a member from the Council to fill that vacancy for the remainder of the term.
- e. The following BOG members will be elected by the Council as positions are required either electronically or upon request by paper ballot no later than six weeks prior to the ACNM Annual Meeting:
  - i. Chair
  - ii. Vice Chair
  - iii. Secretary
  - iv. Treasurer
  - v. Regional Governors
  - vi. Two Governors-At-Large
- f. The number of Regional Governor positions elected will be defined by the Regional Map of the ACNM.
- g. ACNM BOD will appoint a liaison to the FACNM BOG, but the liaison will not hold a voting position nor participate in the FACNM application process.
- h. ACNM Board members may not sit on the FACNM BOG.

- V. Duties of BOG Officers: All BOG Officers review applications for FACNM. In addition, the officers perform the following roles:

Chair or Vice-Chair:

- 1) Manage the application process for ACNM Fellowship and organize the review of applications for BOG to elect the new Fellows.
- 2) Tally the votes and notify each applicant of their status to Fellowship.

- 3) Inform ACNM National office of the application results so that activities in association with the convocation ceremony at the Annual Meeting are completed.
- 4) Receive the slate of nominations and manage the election process for the BOG's national officers.
- 5) Develop an agenda with the Secretary in the preparation and circulation of the agenda to the BOG and to the Council for their respective upcoming annual meetings.
- 6) Develop with the Treasurer the preparation of an annual budget and approve of any disbursement of funds.
- 7) Coordinate and host the Invocation of New Fellows Ceremony at the ACNM Annual Meeting.
- 8) Chair the BOG and full Council meetings.
- 9) Communicate with the BOG and the Council as needed throughout the year.
- 10) Communicate with the ACNM BOD's liaison regularly for updates and for reports on special charges and activities.
- 11) Appoint Project Chairs of the FACNM BOG and Council as needed.
- 12) Notify FACNM members in a timely fashion of any meetings or activities.
- 13) Report annually to the ACNM BOD on the meetings and activities.
- 14) Submit to the ACNM BOD any agenda items relating to the activities and proposed projects.

#### Secretary

- 1) Assist the Chair in the development of the agenda for meetings, including the annual meeting.
- 2) Distribute minutes to the FACNM Council members within four weeks after the meeting.
- 3) Take and distribute minutes from the annual Council and BOG meetings.

4) Maintain the list of FACNM members.

5) Maintain and preserve current and historical documents of FACNM in conjunction with ACNM Archives Committee.

#### Treasurer

1) Lead preparation of an annual budget for the Council in coordination with the Chair/Vice Chair and submit to the ACNM National Office.

2) Communicate with ACNM about the expenditures and balance of FACNM funds.

3) Maintain financial transactions and prepare an annual financial report to the BOG and Council.

#### Regional Governors and Governors-at-Large

1) Be available for questions and encourage awareness for CNMs/CMs in their Regions to apply for Fellowship.

2) Review applications.

3) Assist in the coordination and implementation of special projects.

VI. Nominating Committee: Three Nominating Committee Members will be elected from the Council. They shall select the candidates for each BOG vacancy as terms rotate and send these names to the Chair of the BOG.

a. Nominating Committee will strive to select at least 2 candidates for impending vacancies for any position

b. Prepare slate of candidates

c. Send ballot to FACNM Council members

d. Tally Council votes and report to Chair

e. Nominating Committee members do not review applicants for FACNM

VII. Qualifications and responsibilities of the BOG

a. Active members in good standing of the ACNM and FACNM.

b. Carry out the responsibilities of the position as defined. Notification by any BOG member to the Chair can be made if someone is not fulfilling or cannot fulfill their duties.

c. Review and revise criteria for Fellowship as appropriate.

VIII. BOG Meetings

- a. The BOG will meet yearly during the ACNM Annual Meeting.
- b. Interim meetings may be held as determined by majority vote of the BOG.
- c. Interim meetings may be held by audio or video conferencing with directions provided 2 weeks prior to the meeting.
- d. Electronic mail or other asynchronous methods of communication may be used for document review and any other business not requiring face-to-face discussion or a vote of the members.

IX. Finances

- a. FACNM dues and fees cover expenses including: FACNM application, medallion, BOG meeting during Annual Meeting and special projects.
- b. Voluntary dues are remittable annually to the treasurer as announced.
- c. For specific details, refer to the current ACNM/FACNM MOU for financial procedures.

X. Review of the FACNM SROPs will be conducted on even number years by the BOG.

XI. Amendments to the SROPs can be brought forward at the discretion of the majority of the BOG and forwarded to the ACNM Bylaws Committee for review.

Approved by FACNM BOG 9/30/2018,  
Clarifying edits as requested by ACNM Bylaws Chair 10/30/2018  
Approved by the ACNM BOD 8/27/19