



## **MCEP Board and Councillor Requirements**

### **Board of Directors Expectations**

#### **Overview:**

The Chapter's bylaws state: "The Board of Directors (hereinafter the "Board") shall have supervision, control and direction of the affairs of the Michigan College, shall determine its policies or changes therein within the limits of these Bylaws, shall actively prosecute its purposes and shall have discretion in the disbursements of its funds. It may adopt any rules and regulations for the conduct of its business as shall be deemed advisable and may, in the execution of the powers granted, appoint such agents as it may consider appropriate."

The Board implements policy, establishes interim policies, and discharges its fiduciary responsibilities. In short, the board governs.

#### **The Chapter's bylaws outline-specific duties and responsibilities, including:**

- Approve Chapter dues
- Set special membership meetings
- Fill any board vacancies
- Appoint standing or special committees

#### **In addition to supporting and defending all policies and programs adopted by the Board, the following are mandatory Board member requirements:**

- Attend all regular and special meetings of the Board
  - Business attire at in-person meetings unless otherwise notified
- Obtain FACEP when eligible
- Report any conflict of interest
- Respond to communications in a timely manner
- Identify at least one member for LDP consideration
- Bring a new/newly involved member to a Board meeting (when able)
- Attend the Winter Symposium & Scientific Assembly
- Contribute to NEMPAC and MEDPAC
- Contribute to EMF and MEMF
- If asked, reach out to members whose membership has lapsed
- Participate in any scheduled residency program visits
- Consider attending the ACEP Leadership & Advocacy Conference

**The following are expectations for *first-term* board members:**

- Join at least one MCEP Committee
- If not serving as a Councillor, consider attending the ACEP Council meeting

**The following are expectations for *second-term* board members:**

- Serve as a Chapter media spokesperson when asked
- Write one op-ed for MCEP newsletter each year
- Mentor a first-term board member
- Consider serving on or chairing an ACEP Committee

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**Expectations for Councillors and Alternates:**

- Attend all Board meetings
- Obtain FACEP when eligible
- Participate in all Council preparation calls
- Participate in Council resolution writing, if applicable
- If asked, testify in a Reference Committee
- Contribute to NEMPAC and MEDPAC
- Contribute to EMF and MEMF