

Nomination Process
The APGO Undergraduate Medical Education Committee (UMEC)
Nominations Accepted April 1 – June 15

Next nomination process begins April 2007 for positions with start date of March 2008.

UMEC Membership

Composition

The APGO UMEC is composed of ten (10) members. The APGO president appoints the members of the committee and names the chair. One ex-officio member with vote is appointed by APOG (The Association of Obstetricians and Gynecologists of Canada). One ex-officio member with vote is appointed by ACOOG (The American College of Osteopathic Obstetricians and Gynecologists). Both ex-officio members are expected to participate fully in the work of the committee.

Term of Appointment

The term of appointment for all UMEC members is two years with the opportunity for reappointment to a maximum of six (6) years.

Duties

To the extent possible, duties of the members are: 1) one is named chair of the UMEC Committee, and serves as an ex-officio member of the APGO Council; 2) one (or more) is named editor (co-editors) of the UMEC section of *The APGO Reporter*, APGO's newsletter, and solicit and write articles three times a year; 3) one (or more) is named program chair (co-chairs) for the annual APGO Faculty Development Workshop and the UMEC portions of the CREOG & APGO Annual Meeting; 4) one is named chair of the APGO Web Site Award of Excellence Committee; 5) one is named editor of "To The Point: Reviews in Medical Education;" and 6) two are appointed representatives to ACE (Alliance for Clinical Education). Leadership assignments are based on individual expertise, leadership skills and experience.

Expectations

Committee operations should be: 1) purposeful; 2) advisory to the Council and staff; 3) selective in appointing members according to their expertise and interest; 4) to augment the staff in moving APGO forward in conjunction with the overall strategies of the organization. All UMEC members expected to:

1. attend and participate in the scheduled meetings;
2. make a strong commitment to fulfilling the goals of the committee;
3. complete the tasks/projects they volunteered to do on time; and
4. attend programs with which their committee is involved.

UMEC is an exceptionally satisfying committee to work with because of the tremendous output of the members and the committee as a whole. Therefore, membership requires a serious commitment of time and talent.

In addition to the committee meetings held at the January APGO Faculty Development Seminar and the CREOG & APGO Annual Meeting, the committee also holds a separate three-to-four-day summer meeting in late July or early August. This is where much of the committee work is done. Work continues on projects between meetings.

The fellowship and collegiality of the committee are central to the successful achievement of its goals. Therefore, attendance at meetings is extremely important. UMEC members who miss more than one meeting in two years or who do not fully participate in meetings may be dismissed from the committee. It is important and expected that your department chair will be supportive of your committee involvement. He/she will be asked to sign a letter of support.

Expenses

APGO covers expenses for the freestanding summer meeting and one night's accommodations at the January seminar and the annual meeting. In addition, registration fees for the January seminar are discounted by 50%.

Application for Membership

When there are openings on the APGO UMEC (every two years), a call for nominations is posted on the APGO Web site and in the spring edition of *The APGO Reporter*. All nominations must be accompanied by a current curriculum vitae and a paragraph written by the nominee on why they want to become a UMEC member. In addition, two letters of support, one from a non-UMEC member and a second from the applicant's department chair, must be sent in support of the application.

The APGO UMEC collects all applications and reviews them at their summer meeting (July). The committee looks for active participation in APGO meetings, programs and activities, as well as educational scholarship and leadership. The geographic location of the candidate is also taken into consideration. The UMEC presents a list of candidates to the APGO president, who makes the membership appointment(s) prior to the March meeting, when the official term of office begins.

Applications are collected and saved for reference when the UMEC needs assistance or support in a specific area or subspecialty of educational interest.

Process Calendar

Call for nominations:	Web Site: April 1 <i>The APGO Reporter</i> : Spring issue (April)
Applications due:	June 15
UMEC application review:	July
Slate submitted to APGO president:	August
Membership finalized/announced:	March

Information

For more information, contact the APGO office at (410) 451-9560