

Government Relations Representatives Group Charter

I. Name and Authority

- A. Name. The name of the group shall be the Government Relations Representatives of the Association of American Medical Colleges (AAMC), herein after referred to as the GRR.
- B. Authority. This Charter governs the GRR pursuant to the current version of the Groups Rules and Regulations approved by the AAMC Board of Directors, incorporated by reference. This Charter and any process documents must be in alignment with the Groups Rules and Regulations.

II. Role and Purpose

- A. The purpose of the GRR shall be to advance the practice of non-partisan advocacy for academic medicine by providing a forum for government relations staff in medical schools and teaching hospitals to consult with AAMC staff on evolving federal legislative and regulatory issues, to enhance their professional development through developing skills and knowledge, and to facilitate the direct interaction between the AAMC staff, Board, Councils, and other Professional Development Groups and institutional representatives charged with federal relations responsibilities.

III. Membership

- A. Participants. The GRR membership shall consist of persons appointed by the deans of medical school members, including provisional members, and the chief executives of Council of Teaching Hospital members. Members must be employed at an AAMC member institution or affiliated institution and are responsible for government relations at their respective institutions. The appointed GRR member(s) shall serve at the pleasure of the respective dean or hospital chief executive.
- B. Voting participants. Voting participants constitute all dean and hospital chief executive appointed designees to the group.
- C. Non-voting participants. Non-voting participants constitute affiliate designees who represent aligned advocacy groups, councils, and associations and whose participation in the GRR has been deemed critical by the Steering Committee. Non-voting participants shall have the following privileges
 - i. Participating in GRR meetings, conference calls, webinars, working groups and other events.

- ii. Eligible to receive GRR listserv messages and other advocacy related communications.
- iii. Affiliate designees are not permitted to serve as an officer of the group or as a Steering Committee member unless otherwise approved by a vote of current Steering Committee members.

IV. Officers and Terms

- A. Officers. The officers of the GRR shall include a Chairperson, a Chairperson-Elect, an Immediate Past Chairperson. The Chairperson-Elect shall be elected annually by voting members of the GRR membership (detailed below under Nominating Committee).
- B. Term of Officers. The terms of the Chairperson, Chairperson-Elect, and Immediate Past Chairperson shall be for one year and shall commence on January 1. The Chairperson may not serve consecutive terms as Chairperson. However, in the event the Chairperson is unable to complete his or her term, the Chairperson-Elect shall serve as Chairperson for the remainder of the current term and the subsequent term.

V. Committees

- A. Steering Committee. The GRR Steering Committee shall be composed of:

The Chairperson, the Chairperson-Elect, the Immediate Past Chairperson, and twelve additional members as described below.

Steering Committee Members shall serve a three-year term of office commencing on January 1. Individuals may not serve consecutive terms as Steering Committee Members. Steering Committee Members shall be elected annually by voting members of the GRR membership (detailed below under Nominating Committee).

A Steering Committee member who is no longer employed by the appointing medical school dean, or hospital chief executive officer may complete an elected term on the Steering Committee only if they continue employment at an AAMC member medical school, or teaching hospital and continues to be designated as a GRR for that institution or society.

Steering Committee Members who have completed their terms and remain employed by an AAMC member medical school or teaching hospital will be identified as Steering Committee Alumni and are invited to continue participating in Steering Committee meetings, retreats, and other activities.

The GRR Steering Committee shall manage the affairs of the GRR, including but not limited to providing a forum for discussing evolving federal legislative and regulatory issues; planning for and evaluating GRR meetings; planning events and programs as needed for the AAMC Annual Meeting; and planning and holding a GRR steering committee retreat.

- B. Nominating Committee. A Nominating Committee, comprised of volunteers from the Steering Committee and Steering Committee alumni, shall be chaired by the Chairperson-

Elect. It shall set criteria for a Call for Nominees for the Chairperson-Elect and other open positions and make recommendations for nominees for the positions. GRR members, providing the consent of the nominee has been received, may nominate candidates via the call for nominees. Based on nominees received, the Nominating Committee will recommend to the Steering Committee for approval its slate of candidates for open officer and Steering Committee positions for the following year. Candidates shall be selected so there is a balance between representatives appointed to the GRR by medical school deans and representatives appointed by teaching hospital chief executives. If the Steering Committee does not approve the slate the Nominating Committee will reconvene to propose a new slate of candidates.

Once approved, the slate will be brought to the GRR membership for either a voice vote at the September GRR meeting or electronically if an in-person meeting cannot be held. Elections may be held by electronic ballot using tools suitable for this purpose provided by AAMC. In each such case, the forwarding communication shall specify the date and time when the balloting shall close. Where actions or elections are taken by electronic ballot, the decision will be determined by a simple majority of votes cast within the specified timeframe, whereby a simple majority is defined as more than half of the votes cast by participants.

The Nominating Committee will recommend to the Steering Committee any replacement officers or candidates for open Steering Committee positions if the previously elected person is unable to serve. The Steering Committee will decide on replacement appointments via email. These appointments will serve the remainder of the vacated term.

- C. Other committees. Other standing or ad hoc GRR committees may be authorized by vote of the GRR Steering Committee.

The standing committees and their functions shall be reviewed periodically by the Steering Committee. Those committees no longer needed may be dissolved upon recommendation of the Steering Committee.

Descriptions of the purpose and functions of each GRR committee shall be appended to the Rules and Regulations. The committee description shall not be considered an official part of the Charter. Major changes in the committee descriptions shall be made only by or with the approval of the GRR Steering Committee.

- VI. Amendments.** This Charter may be amended, or repealed, and a new Charter may be adopted by two-thirds vote of the Steering Committee when a quorum has been reached, for which prior written notice of the proposed changes has been given.

- VII. Date Approved** The AAMC CEO's designee last approved this charter on February 15, 2023.