

Member Interest Group (MIG) Policy

Function

The American College of Emergency Physicians has established a mechanism for members of the College who have a special interest to form an organized member interest group (MIG). The following are functions of a MIG:

1. A forum for the networking and exchange of information between ACEP members.
2. A mechanism for ACEP members to find others in the College with similar lifestyles or interests.
3. A means of connecting members who will want to engage further with each other through ACEP events or volunteer opportunities.
4. To provide a pathway to section establishment by organized groups of ACEP members.
5. To provide an entry pathway for professional leadership development within the organization.

Description

MIGs are a voluntary benefit of national ACEP membership. As such, they are included as part of national ACEP and do not have separate bylaws or formal incorporation documents. MIGs are open to any ACEP member in good standing and are free and unlimited to join.

Establishing a MIG

MIGs can be established by any ACEP member in good standing by completing the Member Interest Group Request Form.

The form includes:

1. The title of the proposed MIG;
2. A description of the proposed MIG;
3. A primary contact name, email address and phone number.

The Board of Directors will designate an authority to review and approve the creation of MIGs, which will evaluate:

1. The title and description of the MIG are appropriate, inclusive, and in adherence with brand requirements.
2. Qualifications for MIG membership will not be based on sex, age, race, religion, or any other demographic, or exclusive to any segment of ACEP membership.
3. MIGs may not duplicate existing chapters, committees, sections, or membership categories.
4. MIGs may not use the ACEP name or logo in their name or description or advertise themselves as official representatives of the College.

Following review, the requesting member will be notified of the decision. An online community will be created for approved MIGs and it will be added to the master directory of MIGs available for members to join. General promotion of all MIGs will be facilitated by ACEP staff but the requesting member will be responsible for any promotion of the specific MIG to recruit additional members, in line with ACEP advertising and communication policies.

MIGs are encouraged to hold in-person or virtual meetups, schedule education or networking events for MIG members, and share information through the online community's document library.

Procedures

Each MIG will be subject to the following procedures:

1. The individual who requested establishment of the MIG will be the MIG's primary contact until such time that ACEP is notified of a voluntary change to a new primary contact.
2. Any efforts on the part of a MIG to raise funds must be approved in advance by the College and meet the criteria established by the College.
3. Rules governing use of the ACEP name and logo, approved by the Board of Directors, will apply to all uses of the MIG name, description, etc.
4. MIGs are established for social networking purposes and may not create or release any statements on policies or positions on professional or political issues.

Maintenance of a MIG

Each MIG must at all times function in accordance with the goals and objectives of the College and assure that the best interest of the College is always maintained. In order to be maintained as an active MIG:

1. The MIG primary contact or their designee will be responsible for encouraging use of the online community, which will be monitored annually for a minimum level of activity.
2. The primary contact or their designee will be responsible for submitting a brief annual activity report to account for any MIG activity conducted outside of the online communities platform which adds value or engagement for MIG members.
3. MIGs must use the ACEP communities platform as their primary means of discussion and for organizing virtual or in-person events. Use of other social media platforms for ongoing organizing purposes must be approved by the College in advance.
4. Any printed or promotional material will be reviewed by the College prior to its release.
5. MIGs are not permitted to advertise themselves as official representatives of the College, commit College resources, or support positions of other organizations.

Sunsetting of a MIG

Each MIG must maintain a minimum level of annual activity to remain in good standing, which includes filing of the annual activity report, proof of engagement in the online community, and/or additional engagement or virtual or in-person activity outside of ACEP platforms.

MIGs will be recommended for sunseting if:

1. The MIG's primary contact is non-responsive or a primary contact can no longer be identified.
2. The actions of the MIG are deemed to be in conflict with College policies or online communities Terms of Use.
3. The actions of the MIG are determined not to be in accordance with ACEP brand guidelines or the best interest of the College.

*Approved ACEP Board of Directors
June 2022*