The ASCP Nominations Committee seeks your help in identifying outstanding ASCP members for open ASCP Board of Director positions. Nominations are being sought for both laboratory professional and pathologist members. New Board members would begin their service following the 2022 Annual Business Meeting on September 9, 2022.

The Directors are the stewards of the organization and are responsible for the Society’s governance activities. The ASCP Board develops the strategies and policies that govern the operation of the Society and is responsible for the fiscal health of the organization, programs, and overall performance of the organization.

Qualified candidates must be ASCP Fellows or Members in good standing and must be willing to devote the necessary time and commitment to serve ASCP. The Board meets three times a year for two to three days for each meeting. The fall Board of Directors meeting is held in conjunction with the ASCP Annual Meeting. Board members also may be asked to serve as a member of an ASCP Commission or Committee which would require an additional time commitment. The Secretary, Treasurer, and At-Large positions are open to both laboratory professional members and pathologists. The Vice President and President-Elect positions are limited to pathologist members.

Please let us know who among your colleagues is ready and willing to serve the profession at the leadership level. Self-nominations are accepted. Please send the following information for each individual you believe should be considered:

- Nominee's name
- If nominating someone other than yourself, please submit a statement outlining professional/leadership skills of why this individual should be considered

All candidates will be contacted concerning open positions to determine willingness to serve and additional information will be obtained from the nominees for the Nominations Committee deliberations. The deadline for nominations is February 18, 2022. Please address nominations to the Chair, ASCP Nominations Committee at 33 West Monroe Street, Suite 1600, Chicago, IL 60603, or email to ascpnominations@ascp.org.

If you have questions or would like more information, please contact Dr. Kimberly Sanford, ASCP Nominations Committee Chair/Immediate Past President at kimberly.sanford@vcuhealth.edu or Lucy Beck, ASCP Director, Governance Activities at lucy.beck@ascp.org (phone: 312.541.4951).

2022 Nominations Committee Members:

*Kimberly W. Sanford, MD, MASCP, MT(ASCP), Chair*
Melissa Hogan, MD, FASCP
Nathan Johnson, PhD, MASCP, MT(ASCP)DLM,SC,SLS
Raghav Pillapa, MD, FASCP
Babatunde K. Oloyede, PhD, MLS(ASCP)CM
Alexa Siddon, MD, FASCP
Theresa Tellier-Castellone, EdD, MPH, MLS(ASCP)CM
Shi Wei, MD, FASCP
Frequently Asked Questions

To help you better understand the process and more actively participate in it, a list of questions and answers to the most common queries:

What board positions must be filled this year?
ASCP is seeking nominations for one President-elect, one Vice President, one Secretary, and at least one At-Large director position for both Fellows and Members. There may be an additional position depending on the selection of the Vice President and Secretary position. Current Board members serving in the At-Large positions may be eligible for reappointment.

Who is the ideal board candidate?
There is no "ideal" board candidate. Instead, ASCP wants its board to include individuals with diverse backgrounds so that it can make well-rounded decisions that reflect its entire membership. Competencies include knowledge or experience with governance, the ability to think strategically, and commitment to work effectively with ASCP. The Nominations Committee considers leadership experience, ASCP volunteer service, gender, race, and ethnicity, religion, age, sexual orientation, nationality, disability, geographic location, and professional level among other factors.

What criteria will the Nominations Committee use to select board candidates?
The only requirement of board candidates is that they are a member of ASCP with sufficient leadership experience. Assuming they meet membership requirements, the Nominations Committee will evaluate board candidates based on their background, including their credentials, past leadership, past involvement in ASCP commissions/councils/committees, and/or educational programs.

What do board members do?
Board Members are responsible for overseeing the operation of ASCP, such as maintaining the commitment of ASCP’s mission, establishing strategic direction, ensuring compliance with all applicable legal requirements, and maintaining the organization’s financial well-being.

How much time does board service require?
Although board members must be willing to invest time in preparing for and thoughtfully participating in board meetings, the time commitment is not onerous. The ASCP Board meets face-to-face three times a year. In addition, members may be asked to serve in other roles, such as on one of the commissions or committees.

Can I nominate myself?
Yes. ASCP members may nominate themselves for board service by following the same procedures they would use to nominate someone else.

What is the nominations process?
ASCP Nominations Committee will accept board nominations through February 18, 2022. The Nominations Committee will deliberate and recommend one candidate per position to the ASCP Board of Directors in March. In June, the slate will be posted on the ASCP website and ASCP members have the ability to submit additional nominees (see ASCP bylaws for additional information). The final slate will be posted and voted on in early August 2022. The terms of service for new members will begin after the 2022 Annual Business Meeting (September 9, 2022).

What if I am interested, but not elected?
There is always next year! Also, should you not be selected for a Board position this year, there are many volunteer opportunities within ASCP.

How do I nominate a candidate?
If you know of an individual who meets the Nominations Committee’s criteria, and who might be willing to serve on the Board, please submit the individual’s name along with a brief statement (less than one page) outlining why you believe this individual should be considered. ASCP will then contact the candidate to confirm interest and gather additional information.

When are nominations due?
Nominations must be received by February 18, 2022.

Who can answer other questions that I have?
For more information about the nominations process or about nominating criteria, contact:

Kimberly W. Sanford, MD, MASCPE, MT(ASCP)
Nominations Committee Chair
kimberly.sanford@vcuhealth.edu

Lucy Beck
ASCP Director, Governance Activities
(312)541-4951 or lucy.beck@ascp.org
# ASCP Board of Director Position Descriptions

## President-elect
*Open to Fellow members*

**Primary Responsibilities**
The President-elect shall perform any and all duties assigned by the Board of Directors. In the absence or incapacity of the President, the President-elect shall discharge the functions of the President.

**Time Commitment**
- 3 Board meetings per year (1-4 days in length)
- Conference calls (as needed)
- Other Liaison responsibilities as assigned

**Term**
One-year term

## Vice President
*Open to Fellow members*

**Primary Responsibilities**
The Vice President shall perform any and all duties assigned by the Board of Directors. In the absence or incapacity of both the President and President-Elect, the Vice President shall discharge the functions of the President.

**Time Commitment**
- 3 Board meetings per year (1-4 days in length)
- Conference calls (as needed)
- Other Liaison responsibilities as assigned

**Term**
One-year term

## Secretary
*Open to both Fellow and Laboratory Professional Members*

**Primary Responsibilities**
The Secretary shall perform all duties usually incident to the office of the Secretary and such other duties as may be assigned by the Board of Directors. The Secretary shall be responsible for the accuracy of minutes and other official documents of the Board of Directors.

**Time Commitment**
- 3 Board meetings per year (1-4 days in length)
- Conference calls, as needed
- Other Liaison responsibilities as assigned

**Term**
Three-year term. Eligible for re-appointment for one additional term.

## Treasurer
*Open to both Fellow and Laboratory Professional Members*

*Note: The Treasurer position is not open in 2022.*

**Primary Responsibilities**
The Treasurer shall perform all duties usually incident to the office of Treasurer and such other duties as may be assigned by the Board of Directors. The Treasurer shall oversee the funds of the Society, its financial policies and the preparation of an annual budget for approval by the Board of Directors. The Treasurer shall also provide a complete financial report at the annual business meeting of the Society.

**Time Commitment**
- 3 Board meetings per year (1-4 days in length)
- Conference calls, as needed
- Serves as Chair of the Finance Committee
- Other Liaison responsibilities as assigned

**Term**
Three-year term. Eligible for re-appointment for one additional term.

## At-Large Positions
*Positions are open for both Fellow and Laboratory Professional Members*

**Primary Responsibilities**
The Board of Directors shall govern the activities of the Society and shall be responsible for its financial viability and for achieving the mission of the Society. All Board members shall have a duty of loyalty and care to the Society, which includes preparation for, attendance at, and participation in all regularly and specially scheduled meetings of the Board.

**Time Commitment**
- 3 Board meetings per year (1-3 days in length)
- Conference calls, as needed
- Other Liaison responsibilities as assigned

**Term**
Three-year term. Eligible for re-appointment for one additional term.