



Nominating Committee

Last Approved: August 1, 2024

Mission: The mission of the American College of Cardiology is to transform cardiovascular care and improve heart health for all.

Vision: A world where science, innovation, and knowledge optimize cardiovascular care and outcomes.

Roles and Responsibilities: The Nominating Committee ("Committee") will undertake the following roles and responsibilities:

- Support the Board of Trustees ("BOT") through thoughtful deliberation of ACC Officers, Trustees, and appropriate Committee selection.
- Identify and designate ACC's pipeline of leaders.
- Cultivate an understanding of desired leadership or clinical competencies needed to position ACC as the current and future professional home for cardiovascular care specialists.
- Recognize and articulate existing leadership competencies as well as leadership needs within ACC's Board of Trustees and current Officers.
- Include consideration of ACC's diverse member types, gender, ethnicity, age, care team roles and other demographics.
- Impartially and independently evaluate and recommend candidates aligned with the desired leadership competencies and diversity attributes for ACC Trustees, Officers and select ACC Committee positions within identified timeframe.
- Debate the merits of Officer, Trustee and Committee candidates as aligned with needed leadership, clinical or other competencies and reach consensus for recommendation.
- The NCDR Oversight Committee and Accreditation Oversight Committee will recommend the slate of nominees to serve on their respective subcommittees to the Nominating Committee.
- As assigned, notify selected and unselected candidates in a timely manner, communicating the Committee's respect and gratitude at their willingness to serve as an ACC leader.
- Respond to off-cycle requests for ACC Committee appointments or similar ACC leadership vacancies.
- Nominating Committee members are not permitted to apply, nominate themselves, or be nominated for any Officer, Trustee, or committee or council chair or member positions.
- Under the MedAxiom Operating Agreement, the Board of Trustees appoints the MedAxiom Board of Managers. Therefore, the ACC Nominating Committee is responsible for reviewing recommendations from the MedAxiom Board of Managers and submitting recommendations to the ACCF Board of Trustees for final approval.
- Committee members should anticipate spending an average of 5 hours per month on Committee activities.
- Each Committee member is responsible for adhering to policies and principles as approved by the Board of Trustees, including but not limited to, the [Code of Ethics](#), [Diversity & Inclusion Principles](#), Clinician Well-Being, [Harassment](#), and [Code of Professionalism](#) in the performance of their duties and responsibilities.
- Each Committee member is responsible for reviewing the [Authority Matrix](#) to understand the proper decision-making.

Composition and Terms: Consists of a Chair and 8 members, for a total of 9 voting members.

- The College's Immediate Past President will serve as the Committee Chair. The Chair will serve one, non-renewable, one-year term.
- The Committee will consist of two current Trustees, two former Trustees who have served on the Board within the past five years, and four at-large members. At-large members must be currently serving as a Committee or Council Chair or must have completed a Chair term within the last five years. Committee members will serve a one-year term, with the opportunity for reappointment, for a maximum of three years.
- The Governance Committee will recommend the eight (8) voting members and two (2) alternates, who are subject to the approval of the Board of Trustees.
- The College's current President will serve as a non-voting ex-officio member.
- The Committee will include a diverse and inclusive membership consistent with the [Diversity & Inclusion Principles](#).

Competency Requirements: The Committee as a whole should encompass these competencies; individual members need not demonstrate all.

Technical Competencies

- Committee members will have a strong understanding of ACC's leadership competencies
- An understanding of emerging expertise and skills in the cardiology and healthcare fields
- Commitment to identifying future ACC leaders across the membership spectrum to support the College's mission.
- Knowledge of ACC structure

General Competencies

- Be team-oriented and collaborative
- Ability to contribute to and value the contributions of other Committee members
- Ability to communicate effectively and professionally
- Ability to think independently and critically
- Commitment to the ACC's mission, vision, values, and [Governing Principles](#), and acting in the best of ACC
- Devote time necessary to Committee activities
- Maintain confidentiality of Committee discussions

Leadership Competencies

- Sets vision and direction
- Models strategic leadership
- Articulates and leads change
- Maintains organizational awareness and stewardship
- Leverages business acumen

Regular Reporting and Communication Mechanisms: The Committee reports annually to the Board of Trustees directly, with a copy of the report sent to the Governance Committee.

- The Governance Committee and the Board of Trustees will advise the Nominating Committee of existing and needed competencies and diversity attributes in Officers and Trustees.

- Committee and Council Chairs will advise the Nominating Committee of needed leadership, clinical, or other relevant competencies for corresponding committee members.
- The ACC Nominating Committee will submit its recommendations for Officers, Trustees, and Committee members to the ACC Board of Trustees.
- The Nominating Committee will provide input annually to the Governance Committee and Board of Trustees on the Trustee and Officer election as well as committee appointments.

Meeting Schedule:

- The Committee will hold two meetings at Heart House annually with required in-person participation.
- Virtual meetings will be held 2-4 times per year.
- All requests for additional in-person meetings must be submitted to and approved by the CEO.

Attendance Policy:

- Members of the Committee must attend all meetings.

Charter Review:

- The Committee will review its charter annually to define Committee goals, ensure roles and responsibilities are current, and provide an annual justification for any in-person meetings as well as the frequency of meetings.
- The Committee charter will be reviewed every 3-5 years by the Governance Committee.

Staff Liaison: Associate, Board and Governance Affairs