The GRMC Steering Committee shall manage the affairs of the Group.

The Officers of the GRMC shall include the Chair, Chair-elect, Immediate Past Chair, Program Planning Committee Chair, and Group Program Leader (as an ex-officio member).

The term of the Chairperson shall be for two years and shall commence at the annual meeting. The Chairperson of the Group may not serve consecutive terms as Chairperson. The Group Program Leader shall be an AAMC staff member appointed by the AAMC President.

Additional Members-at-large may be appointed to the Steering Committee for the purpose of either (i) creating liaison relationships with organizations that hold a strong interest in the mission of the group, or (ii) bringing in expertise or points of view not available from the regular membership.

Terms of Office:

1. Chair (2 years)
2. Chair-elect (1 year)
3. Immediate Past Chair (1 year)
4. Member-at-large (2 years)

Timing of Appointments:
1. Role transitions occur at the GRMC’s spring meeting, the AAMC Regional Medical Campus Conference

Officers shall serve one-year terms, with the exception of the Chairperson. The Nominating Committee will recommend to the Steering Committee any replacement Officer or Officer-Elect, if the previously elected person is unable to serve. The Steering Committee will then make such replacement appointment and these will remain effective until the next Group election.

A Steering Committee member who is no longer employed by the appointing medical school may complete an elected term on the Steering Committee only if he or she continues employment with an AAMC member medical school, academic society, or teaching hospital.

A Nominating Committee, appointed each year by the Steering Committee, shall be chaired by the Immediate Past Chair. In addition to the chair of the Nominating Committee, the Committee will have an additional member from the Steering Committee as well as a general member of the GRMC. It shall take nominations for the Chair-elect and other open positions and such nominations shall be publicized in advance to the membership.

The Nominating Committee will recommend to the Steering Committee any replacement Officer or Officer-elect, if the previously elected person is unable to serve. The Steering Committee will then make such replacement appointment, and these will remain effective until the new Group election.

Expectations for All Steering Committee Members

- Participate in regular (monthly) conference calls
- Share in work of the GRMC and the Committee at and between meetings
- Maintain the visibility of the GRMC inside and outside the group
AAMC Group on Regional Medical Campuses (GRMC)
Steering Committee Expectations
(Revised December, 2021)

Attendance at the following in-person meetings is strongly encouraged, but not required. If a Committee member cannot attend in person, AAMC staff will make it as convenient as possible to participate via videoconferencing.

- The annual GRMC Steering Committee’s retreat
- Learn Serve Lead: The AAMC Annual Meeting (typically in November)
  Travel and lodging for this meeting are not covered by the AAMC
- The annual GRMC Spring Meeting (typically in March, April, or May)
  Travel and lodging for this meeting are not covered by the AAMC

Additional Responsibilities for Individual Roles

GRMC Chair
- Direct order of business at meetings and make parliamentary decisions
- Participate on the Program Planning Committee
- Represent the GRMC at the Group Chair meeting of the AAMC Annual Meeting
- Maintain regular contact with AAMC staff
- Set schedule for the year’s Steering Committee meetings at summer Committee meeting
- Maintain availability for member/committee questions

GRMC Immediate Past Chair
- Chair the Nominating Committee
- Maintain availability for member/committee questions
- Fill in for Chair when necessary

GRMC Chair-elect
- Fill in for Chair when necessary
- Work with Chair to learn governance of the GRMC
- Represent the GRMC at the Leadership Forum
- Maintain availability for member/committee questions

Members-at-Large
Members-at-large include representatives from the four regions of the United States and liaisons from the Association of Faculties of Medicine of Canada (AFMC), the AAMC’s Organization of Student Representatives (OSR), and the AAMC’s Organization of Resident Representatives (ORR). Members-at-large may chair one of the standing committees of the GRMC