

Membership Committee for Peer Review Charge

Purpose

The Membership Committee is an AIC standing committee written into the AIC Bylaws “for the purpose of reviewing Professional Associate and Fellow membership applications.”

Composition and Rotation

The AIC Bylaws state that the committee consists of “five members, including at least three Fellows and at least one Professional Associate.” All committee members must be either Professional Associates or Fellows of AIC. Committee members represent the diverse disciplines, educational paths, and geographical areas reflected in the AIC membership.

Members are appointed by the AIC Board and serve staggered three-year terms, with the option to serve a second term. The chair serves one two-year term within the second term of service. The incoming chair is recommended by the outgoing chair and approved by the committee members.

New-member orientation is provided by the Membership Committee for Peer Review Guidelines, in addition to conversations with current committee members and board and staff liaisons.

Standing Charge

The Membership Committee carries out the following responsibilities:

- To review applications for Professional Associate and Fellow membership three times a year and ensure that minimum standards are met by applicants and the applicant’s practice is in accordance with AIC core documents, listed under Organizational Documents in Governance on the AIC website.
- To assist in encouraging peer-review applications, and communicating to members the benefits of being a peer-reviewed member and taking leadership roles in AIC.
- To report annually to the AIC board, through the board liaison, on trends in applications and changing needs of membership, along with suggested actions in response to noted trends and changing needs of membership.

Approved by the AIC board of directors, 3/13/2017