



ACCREDITING BUREAU OF HEALTH EDUCATION SCHOOLS | ABHES

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## IMPORTANT NOTICE

**To:** Accredited Institutions, Accredited Programs, and Other Interested Parties  
**From:** India Tips, Executive Director  
**Date:** February 17, 2023  
**Subject:** Notice of Appointments and Elections

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The ABHES Commissioner Nominating Committee is pleased to announce that it is seeking nominations to fill three elected and two appointed seats on the ABHES Commission for a three-year term beginning July 1, 2023. ABHES continues to build an inclusive culture that encourages, supports, and celebrates diversity, which drives innovation and connects us closer to our communities of interest.

The ABHES Commission is seeking individuals who meet the specific seat qualifications as described below, where experience in one or more of the following areas is a plus:

- (1) Regulatory oversight of higher education institutions, including, for example, Department of Education Federal Student Aid regulations, state authorization and oversight.
- (2) Finance, governance, organizational structures, and substantive changes including in legal status, ownership and forms of control of higher education institutions.
- (3) Emerging technologies and innovative models and approaches to higher education including, for example, competency-based education, direct assessment, and use of simulation technology and/or pedagogy.
- (4) Workforce development policy and administration, Department of Labor and state workforce initiatives, and apprenticeship programs.
- (5) Employer of ABHES-accredited institutions or program graduates.

The Commissioner Nominating Committee invites you to nominate yourself or other qualified individuals for the positions described below. **Interested individuals must complete and return the [Nomination Form](#) and all required documents outlined on the Nomination Form by March 24, 2023, to [elections@abhes.org](mailto:elections@abhes.org).**

### **Description of Open Membership-Elected Commissioner Seats**

Bylaws Section 4.5.1. Categories and Qualifications of Elected Commissioners.

**Academic in a Healthcare related area.** Requires at least five years of academic experience on site at a member institution or program, including active participation in an academic capacity in the day-to-day operations of a member institution or program during the three years immediately preceding election (those three years may count toward the five-year experience requirement).

*Nationally Recognized by the U.S. Department of Education*

**Ownership Representative.** Requires current position as: (i) a sole or majority owner; corporate officer, chief executive officer or president of a member institution holding institutional accreditation, (ii) a member of the board of directors, a trustee, or an officer of a member institution or sponsoring institution holding programmatic accreditation owned or operated by a nonprofit entity; (iii) a person who owns a sufficient interest in a member institution or sponsoring institution holding programmatic accreditation that functions as a partnership or privately held corporation; OR (iv) an officer of a publicly held corporation that owns a member institution holding institutional accreditation.

### **Commissioner-at-Large.**

#### **Description of Open Commission-Appointed Commissioner Seats**

Bylaws Section 4.6.1. Categories and Qualifications of Appointed Commissioners.

**Practitioner in Specialty Area.** Must be currently or recently directly engaged in a significant manner as a health-care related specialist in a field for which ABHES is recognized as a programmatic accreditor by the U.S. Secretary of Education.

**Public Member.** A Public Member is an individual who is not (i) An employee, member of the governing board, owner, or shareholder of, or consultant to, an institution or program that is accredited by ABHES or has applied for accreditation, (ii) a member of any trade association or membership organization related to, affiliated with, or associated with ABHES, or (iii) a spouse, parent, child, or sibling of an individual identified in paragraph (i) or (ii) of this definition.

#### **Requirements and Responsibilities of an ABHES Commissioner**

The requirements and responsibilities of an ABHES Commissioner can be found on the [ABHES Commissioner Position Description](#). A sincere commitment to higher education, combined with high standards of integrity and impartiality, is mandatory. A signed statement regarding conflicts of interest and confidentiality is required prior to a commissioner taking office.

Travel expenses for all Commission-related activities are reimbursed by ABHES and a modest honorarium is provided for Commission meeting attendance to those individuals not employed by an ABHES accredited institution or program.

#### **Election and Appointment Process**

The Commissioner Nominating Committee will meet to consider the experience and qualifications of the submitted nominations, conduct interviews, and complete a reference and background check to assure each individual is able to properly serve ABHES in a fiduciary capacity.

The elected seats (3) will be filled through the membership election process outlined in Section 4.5.3. Procedures for Election by the Members of the ABHES *Bylaws*.

The appointed seats (2) will be filled by the Commission following the Procedures for Appointment by the Commission outlined in Section 4.6.2. of the ABHES *Bylaws*.

**Election Details**

The Committee will formally name the most qualified individual(s) for each open seat to be elected and their names will appear on the ballot to be distributed to the membership or the Commission on **May 5, 2023**. The election will take place electronically through [www.simplyvoting.com](http://www.simplyvoting.com) on **May 19, 2023, starting at 9:00 a.m. and ending at 5:00 p.m., Eastern Time.**

**Eligibility to Vote – Membership Election**

Only institutions and programs accredited by ABHES are eligible to vote for elected commissioners. The number of votes that may be cast is as follows:

**Accredited Institutions:** Each main campus and non-main campus receives two (2) votes.

**Accredited Programs:** Each address identified on record as having one or more accredited programs receives one (1) vote.