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## CALL FOR NOMINATIONS CCNE Board of Commissioners - Public Consumer Position

The Commission on Collegiate Nursing Education (CCNE), the autonomous accrediting arm of the American Association of Colleges of Nursing (AACN), is seeking nominations for candidates to run for election to the public consumer position on the CCNE Board of Commissioners. CCNE is a nationally recognized accrediting organization whose scope is baccalaureate and graduate nursing programs and nurse residency/fellowship programs in the U.S. and its territories. Board members are elected by CCNE's accredited programs.

The following position on the **Board of Commissioners** is open for election:

### **Public Consumer**

- current involvement in healthcare related activities (preferred)
- experience with the higher education community (preferred)
- knowledge of the healthcare system (preferred)
- no conflict of interest through service to an organization of professional nurses
- not a registered nurse
- not (1) an employee, member of the governing board, owner, or shareholder of, or consultant to, a program that is accredited by or affiliated with CCNE; (2) a member of any trade association or membership organization related to, affiliated with, or associated with CCNE; or (3) a spouse, parent, child, or sibling of an individual identified in (1) or (2)

### **Requirements**

In accordance with the *Bylaws* of the Commission on Collegiate Nursing Education:

No member of the CCNE Board shall concurrently serve on the Board of Directors of AACN. Additionally, individuals serving on the CCNE Board and/or a CCNE committee are not permitted to concurrently serve on the decision-making body of another national nursing accrediting organization (or its parent organization). No current member of the CCNE Board may serve as a consultant to a baccalaureate, graduate, or residency/fellowship program in nursing within CCNE's scope of accreditation review. It is the intent of this provision to avoid conflict of interest and the appearance of conflict of interest with any individual or organization that may influence the CCNE accreditation process. (p. 9)

Board members of national nursing accrediting organizations and their parent organizations, including AACN, are not eligible for election to the CCNE Board of Commissioners. Those individuals serving on the decision-making body of another national nursing accrediting organization (or its parent organization) should confirm that their term on those bodies would conclude prior to the start of their term on the CCNE Board, if elected. Additionally, those seeking election to the CCNE Board of Commissioners should complete their current term prior to assuming a position on the decision-making body of another national nursing accreditation (or its parent organization), including the AACN Board of Directors.

Individuals elected to serve on the Board should give high priority to the work of CCNE. Board members are expected to be available and responsive to the CCNE staff and other colleagues on the Board. Board membership requires attendance at two 4-day Board meetings per year (typically in April/May and September/October) and a 3-day

Board retreat (typically in January), along with preparation and travel time. In months when there is not an in-person meeting, there is usually a 2-3-hour meeting via videoconference. Board membership also may include appointments to internal or external committees and attendance at some events as a representative of CCNE. Travel expenses are reimbursed by CCNE in accordance with CCNE policy and travel guidelines. The 2026 Board meeting dates have not yet been determined.

Participating in orientation is required. Also, regular access to a computer, the internet, and a personal email account is essential since communications and reports are transmitted and reviewed electronically.

### **Responsibilities**

Board member responsibilities, in addition to attendance at in-person and virtual meetings, are likely to include participation on committees, review of accreditation materials and other confidential documents, and assistance with CCNE activities (e.g., evaluator training, workshops, and forums on accreditation). In preparation for the meetings, Board members are responsible for reviewing self-study documents, team reports, and progress reports, and making accreditation decisions in accordance with CCNE procedures and guidelines. While the time commitment varies from month to month, Board members should expect to devote significant time to review programs' accreditation materials in advance of the scheduled meetings.

### **Terms of Service**

Membership on the CCNE Board is limited to two full terms; a full term is 3 years.

The term of office for individuals elected to the CCNE Board of Commissioners will begin on January 1, 2026.

### **Process**

CCNE seeks wide representation in its Board membership and will consider factors such as geographic location, education, accreditation expertise, professional experience, type of employing institution, nomination materials, references, and other factors promoting a diverse Board.

Nominations for the Board of Commissioners may be submitted by institutions, organizations, Board or committee members (except Nominating Committee members), or other interested parties. Self-nominations are accepted. All nomination materials must be complete and received by the deadline.

Nominees may be requested to meet (e.g., via phone or videoconference) with one or more representatives of the Nominating Committee, at the request of the committee chair.

### **Timeline**

Following the CCNE Nominating Committee's consideration of nomination materials in the spring, CCNE staff will notify all nominees of the results. Selected candidates will be required to submit a brief candidate statement and will be placed on the ballot for elections to be held in late spring.

## **Nomination Submission**

Nominees for the public consumer position on the Board of Commissioners must complete the online Nomination Form and upload a CV/resume. All Nomination Forms must be received by the deadline of May 1, 2025. The Nomination Form is accessible at: <https://fs9.formsite.com/ccne/7dzn0mep4z/index>. Nominators should share this link with their selected nominees. When a nominee indicates on the Nomination Form that they have been nominated by another individual, CCNE will verify the nomination with the identified nominator.

At least one reference must be submitted to CCNE (via the Reference Form linked below) responding to specific questions about the nominee's qualifications and suitability to serve as a member of the Board of Commissioners. All Reference Forms must also be received by the deadline of May 1, 2025.

The Reference Form is accessible at: <https://fs9.formsite.com/ccne/1554cluipr/index>.

The nominee should forward this link to potential references. The Nominating Committee will review up to four references per nominee.

**As noted above, all Nomination Forms and Reference Forms must be received by CCNE no later than 11:59 pm Eastern Time on May 1, 2025.**

For additional information about the nominations process, nomination materials, required qualifications, or responsibilities of Board members, please contact Benjamin Murray, CCNE Deputy Executive Director, at [bmurray@ccneaccreditation.org](mailto:bmurray@ccneaccreditation.org) or 202-887-6791 x275.

