
National Conference of Constituency Leaders

(Approved by the Board of Directors – February 2026)

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I. Purpose, Objectives, and Designated Constituencies of the National Conference of Constituency Leaders (NCCL)

A. Purpose

The National Conference of Constituency Leaders (NCCL) is a vehicle to more effectively integrate the perspectives and concerns of AAFP members from underrepresented constituencies, to the benefit of an increasingly diverse membership and patient population. The NCCL is designed to focus on, and give impetus to, the perspectives and special concerns of grassroots members from the constituency groups.

B. Objectives

1. To provide an opportunity for Board-approved member constituencies [currently women physicians; BIPOC physicians; new physicians; international medical graduates (IMG); and LGBTQ+ physicians, as well as those physicians who are supportive of and aligned with the issues faced by each constituency] and other emerging constituencies to become more familiar with AAFP programs, exchange information, share experiences, develop basic leadership skills, and to encourage participation in the AAFP governance structure at both the local and national levels.
2. To provide a forum whereby the Board of Directors may be better informed as to the concerns of the constituency groups and discuss with them priorities for AAFP activities.
3. To provide an opportunity for these groups to identify issues of particular concern to family physicians and to make specific recommendations by way of resolutions to the AAFP's Board of Directors and Congress of Delegates.
4. To allow the New Physicians constituency to elect a nominee for the New Physician Member of the Board of Directors.
5. To allow the New Physicians constituency to elect two Alternate Delegates, in accordance with the AAFP Bylaws, who serve one year in that capacity before succeeding to the position of Delegate in the following Congress of Delegates.
6. To allow all New Physicians present (no matter which constituency they are in attendance to represent) to elect two Delegates to the American Medical Association's Young Physicians Section (AMA-YPS).
7. To allow the Women; BIPOC; IMG; and LGBTQ+ constituencies to elect six Member Constituency Alternate Delegates, in accordance with the AAFP Bylaws, who serve one year in that capacity before succeeding to the position of Delegate in the following Congress. The constituency Delegates and Alternate Delegates represent the views of the grassroots constituency members in the debate and decisions of the Congress of Delegates.

C. The current Designated Member Constituencies are defined as follows:

1. *Women* physicians are those who self-identify as women.
2. *BIPOC* physicians are defined as Black or African American, Asian, Native Hawaiian or Pacific Islander, American Indian, Alaska Native, Hispanic or Latino, Middle Eastern or North African, multiracial and/or multiethnic.
3. *New Physicians* are those who completed residency or extended training immediately following residency seven years ago or less. Individuals who graduate from a residency program but who enter a fellowship continue in the resident member status until completion of their fellowship, whereupon they become active members. For those individuals, the seven-year time period for purpose of New Physician Board member eligibility would not begin upon graduation from their residency program, but rather they would have seven years after completion of their fellowship.
4. *IMGs* are graduates from a medical school outside of the United States and Canada.
5. *LGBTQ+* physicians are those who self-identify as LGBTQ+.
6. Each constituency listed above shall also include those physicians who are supportive of and aligned with the issues faced by such group

II. NCCL Business Procedures

A. Attendance

1. Any member of the AAFP may register for and attend the conference as a General Registrant. Chapters may specify an active member to be a Chapter Delegate for each of the Board-approved constituencies.
 - a. General Registrants
 - i.* General Registrants may run for office (if they meet the requirements for the office) and provide testimony during any NCCL reference committees and business sessions. If qualified, they may vote in the AMA-YPS Delegate election. If an active member of the AAFP, they may serve on a Reference Committee or the Tellers Committee; if any other category of AAFP member, they are precluded from serving as a Teller and may only serve in an observer role on a Reference Committee.
 - b. Chapter Delegates
 - i.* Chapter Delegates may serve on Reference or Tellers Committees, submit resolutions, testify in all reference committee hearings, testify and vote on resolutions in the business sessions, and vote in the Convener, Co-Convener, Alternate Delegate, and/or Delegate elections.
 - ii.* Chapter Delegates are designated by chapters for each of the Board-approved member constituency groups. Chapter Delegates must be members in the Active

AAFP membership classification on the first day of the conference, with dues paid in full or enrolled in the installment payment plan and current on their payments to be eligible to serve.

- iii.* Co-Conveners may serve as a Chapter Delegate within the constituency that they have been elected to represent.
- iv.* A Chapter Delegate may be replaced on site by a General Registrant from the same chapter. A request for such a substitution must come from both the General Registrant and Chapter Executive, directly to the NCCL Conference Manager.
- v.* Any request to change a sitting Chapter Delegate (i.e. changing the specified Constituency a Delegate will be representing) must come from the Chapter Executive directly to the NCCL Conference Manager and must occur prior to the first business session of NCCL.

B. Rules of Order and Parliamentary Procedures

1. The NCCL Convener will serve as Chair and shall preside over the business sessions with assistance at their discretion.
2. The Rules of Order shall govern all parliamentary proceedings of the NCCL except when in conflict with the AAFP Bylaws. The NCCL Convener is responsible for enforcement of parliamentary procedure according to the Rules of Order.
3. Recommendations to amend the Rules of Order may be proposed by the NCCL and submitted to the Board Chair or Board of Directors for their approval
4. The most current edition of The American Institute of Parliamentarians, *The Standard Code of Parliamentary Procedure* shall govern all proceedings of the NCCL, except when in conflict with the AAFP Bylaws or specific provisions of these Rules of Order.
5. A majority (one more than half) of the total registered Chapter Delegates shall constitute a quorum at any business session of the NCCL.
6. Reference committees shall be appointed by the NCCL Convener to facilitate the work of the NCCL. Whenever possible, the NCCL will follow the same protocols as the AAFP Congress of Delegates. Reference committee hearings will be staggered, to be scheduled on such days and at such times to be determined by the NCCL Convener. Reference committees will operate according to the document on "Powers and Duties of Reference Committees."
7. No one shall speak more than once on any issue or separate motion until all who wish to speak have been heard. No one shall speak more than twice without permission of the Chair or by majority vote of the NCCL.
8. Debate on a single issue shall be limited to two minutes per speaker and no more than 15 minutes overall, except by permission of the Chair or by majority vote of the NCCL, provided both sides have been represented on the debate.

9. Amending motions on the floor of the NCCL is limited to first order amendments only.

C. Resolutions

1. A maximum of 50 resolutions will be accepted for consideration. Each constituency may submit up to 10 resolutions. The determination of which constituency submitted the resolution will be based on the constituency represented by the chapter delegate serving as the resolution's primary author.
2. Resolutions must be presented in writing via the specified electronic system by the published deadline in order to be considered.
3. To be considered for introduction to a reference committee, submitted resolutions must be endorsed by at least two NCCL Chapter Delegates
4. Upon submission, the NCCL Conference Manager will determine the ultimate designation of which reference committee will act on a resolution.
5. Any resolution not previously discussed in a reference committee must be typed or legibly printed and presented to the NCCL Convener and NCCL Conference Manager no later than 6:00 p.m. on the evening prior to the start of the first business session.
 - a. The Late Resolutions Committee (comprised of the NCCL Convener and Reference Committee Chairs) will then review such resolutions and make a recommendation whether the business session should consider the introduction, based on whether it contains timely, pertinent, and new information.
 - b. Prior to the start of the business session's scheduled agenda, the recommendation of the Late Resolutions Committee will be announced. Two-thirds (2/3) of the registered Chapter Delegates present must vote in favor of allowing the late resolution for it to be introduced and considered.
 - c. Late resolutions shall generally be considered in the order received, except that the NCCL Convener reserves the right to determine the order of business based on the importance of the issues and the amount of time available for discussion.
1. If a resolution is voted to be referred, the CMMS (based on a pre-determined criterion set forth in the supplemental document, Powers and Duties of Reference Committees) will determine the appropriate disposition (referral to Congress of Delegates vs Referral to the Board of Directors).

III. Rules of Election

A. The following elections will be held in conjunction with the NCCL:

1. Convener (One elected for the subsequent NCCL)
 - a. All those conference registrants who are designated as a Chapter Delegate to a constituency may vote for NCCL Convener.

- b. The requirements to run for the NCCL Convener are as follows:
 - i.* must be an AAFP member in the Active membership category.
 - ii.* Candidates must have been in attendance at the NCCL or Annual Chapter Leader Forum within the past three years and must have previously served as a Co-Convener or Delegate or Alternate Delegate for the Member Constituencies or New Physicians.
 - iii.* Candidates may not serve as a constituency Delegate in the following Congress of Delegates.
 - iv.* No more than three candidates for NCCL Convener will be nominated from a pool of applicants by the Commission on Membership and Member Services and ratified by the Board Chair prior to NCCL for placement on the ballot.
2. New Physician Nominee for the Board of Directors (One elected to take office after ratification by the Congress of Delegates)
 - a. Only those conference registrants who are designated a Chapter Delegate to the New Physicians constituency may vote for the New Physician candidate for the Board of Directors.
 - b. The requirements to run for the New Physician Director seat are as follows:
 - i.* must be an AAFP member in the Active membership category, first eligible for Active membership in the AAFP fewer than seven years before being elected at the NCCL, and not currently nor have ever served as the Student, Resident, or New Physician Board member.
 - ii.* must have previously attended at least one NCCL,
 - iii.* must be in attendance at the NCCL during which they are running for the position (as a General Registrant or Chapter Delegate to any constituency, provided the criteria for the new physicians constituency is met), and
 - iv.* submit a form declaring their candidacy accompanied by a curriculum vitae and a letter of endorsement from their chapter by the designated deadline.
 - c. Candidates cannot run for other offices (AMA-YPS Delegate or Board approved constituency Co-Conveners) during the same NCCL.
 - d. Pursuant to the AAFP Bylaws, the elected candidate's name shall be presented to the AAFP Congress of Delegates for approval.
 - e. The term of office for the New Physician Board Member shall begin at the conclusion of the annual meeting of the Congress of Delegates and expire at the conclusion of the next annual meeting of the Congress of Delegates.

3. Co-Conveners for each Board approved constituency (Two elected for each designated constituency at NCCL for the following year)
 - a. Only those conference registrants who are designated as a Chapter Delegate to a constituency may vote for Co-Conveners within that constituency.
4. Member Constituency Alternate Delegates to the AAFP Congress of Delegates (Six elected for immediate service as Alternate Delegates and who will serve as Delegates the following year)
 - a. All conference registrants who are designated as a Chapter Delegate to a constituency (excluding New Physicians) may vote for Alternate Delegates (and Delegates if necessary).
 - b. These positions will be elected from the newly elected Co-Conveners (excepting the New Physician Co-Conveners).
 - c. No individual shall be prohibited from being elected to a second term as a Member Constituency Alternate Delegate and Delegate. However, no individual may serve a cumulative total of more than four years as a Member Constituency Alternate Delegate and Delegate.
5. New Physician Alternate Delegates to the AAFP Congress of Delegates (Two elected who will immediately serve as Alternate Delegates and serve as Delegates to the Congress of Delegates and Co-Conveners for the New Physician constituency at NCCL the following year)
 - a. The requirements to run for the New Physician Alternate Delegate / Co-Conveners positions are as follows:
 - i.* must be an AAFP member in the Active membership category, first eligible for Active membership in the AAFP fewer than seven years before being elected at the NCCL,
 - ii.* must be in attendance at the NCCL (as a General Registrant or Chapter Delegate to the constituency), and
 - iii.* must declare as a candidate for Co-Conveners for only one specific constituency.
 - iv.* Candidates must submit a form declaring their candidacy accompanied by a curriculum vitae by the designated deadline. (NOTE: Members are NOT required to obtain Chapter endorsement to run for, or hold, this position).
6. Delegate to the AMA Young Physicians Section (One elected to a two-year term on YPS)
 - a. All conference registrants who meet the AAFP definition of a New Physician (whether coming as a Chapter Delegate or General Registrant) will be given ballot packets to vote for the AAFP's AMA-YPS Delegate.

- b. The AAFP Delegate to the AMA-YPS will serve a term of two years. There will be no restrictions on the total number of years an individual may serve provided all AAFP and AMA eligibility criteria is met.
 - c. To be eligible to run for the AMA-YPS Delegate position, an individual must:
 - i. be registered for and in attendance at NCCL (as a General Registrant or Chapter Delegate to any constituency, provided the criteria for AMA-YPS Delegate is met),
 - ii. be an AAFP member in the Active membership category, first eligible for Active membership in the AAFP less than seven years before election,
 - iii. be an Active member of the AMA and be under 40 years of age or within the first eight years in practice.
 - iv. AMA criteria must be met throughout the term of service, not just at the time of election.
 - d. Candidates not elected in previously held Co-Convener elections, regardless of constituency, may declare candidacy for AMA-YPS Delegate (provided the criteria for AMA-YPS Delegate are met). Candidates must notify the NCCL Conference Manager of intent to run by the deadline set forth in the NCCL *Election Procedures* in order to qualify and be placed on the ballot.
- B. A Tellers Committee will be composed of one member from each constituency appointed by the NCCL Convener. This group oversees all elections, works with staff to collect ballots, tallies votes, and relays results to the constituency Caucus or Business Session Chair, and may be called upon during the business sessions to assist with any hand or written votes. Members of the Tellers Committee must not be running for any office during the conference.
- C. Election Guidelines.
- 1. The specific procedures outlined here will be used in conducting elections for the NCCL Convener, Member Constituency Co- Conveners, Delegates and Alternate Delegates, and for the New Physician nominee for the Board of Directors.
 - 2. Printed campaign materials (brochures, buttons, etc.) beyond the standard information prepared by NCCL staff are strictly prohibited. Candidates may utilize personal social media accounts for the purpose of campaigning prior to and during NCCL.
 - 3. Deadlines for acquiring and submitting constituency Co-Convener and Alternate Delegate ballots will be provided to each participant on site.
 - 4. The candidates shall draw for the order in which they shall speak for election.
 - 5. No ballot shall be counted in any election if it contains more votes or fewer votes than were instructed to be cast or if the votes are presented on the incorrect ballot.

6. The NCCL Convener and next year's NCCL Convener are prohibited from voting in these elections. Co-Conveners are eligible to cast their ballots only if they have been designated by their chapter to serve as the Chapter Delegate for the constituency under consideration.
7. Elections for the New Physicians Alternate Delegates, Constituency Co-Conveners, and subsequent year's NCCL Convener will be conducted by the current constituency Co-Conveners.
8. Elections for the AMA-YPS Delegate will be conducted by the current AMA-YPS Delegates.
9. Elections for the New Physician Board nominee will be conducted by the current New Physician Board Member.
10. Elections for the Member Constituency Alternate Delegates (and Delegates if necessary) will be conducted by the NCCL Convener.

D. Election Procedures.

1. NCCL Convener
 - a. Candidate remarks and question and answer session will take place during the Opening Session and Caucus on the first day of the meeting.
 - b. Each candidate will be given five minutes for remarks. Questions must be provided in writing to the presiding officer (current NCCL Convener) for presentation to the candidates.
 - c. Balloting will take place during each constituency caucus the following day. A formal announcement of the winner will be made during lunch the same day as balloting. (Candidates will be notified immediately to facilitate the mentoring process.)
 - d. The NCCL Convener shall be elected by majority vote of those eligible, present, and voting. Any candidate who receives a majority of the votes cast shall be elected. If there is no candidate that receives a majority of the votes cast on the first ballot, subsequent ballots shall be taken until one candidate receives a majority.
2. New Physician Nominee for the AAFP Board of Directors.
 - a. Candidate remarks and question and answer session will take place during the Opening Session and Caucus on the first day of the meeting.
 - b. Each candidate will be given five minutes for remarks. Questions must be provided in writing to the presiding officer (current New Physician Board member) for presentation to the candidates.
 - c. Balloting will take place during the new physician constituency caucus the following day. A formal announcement of the winner will be made during lunch

the same day as balloting.

- d. The New Physician Nominee for the AAFP Board of Directors shall be elected by majority vote of those eligible, present, and voting. Any candidate who receives a majority of the votes cast shall be elected. If there is no candidate that receives a majority of the votes cast on the first ballot, subsequent ballots shall be taken until one candidate receives a majority. The candidates on such subsequent ballots shall be the two candidates receiving the largest number of votes cast on the immediately preceding ballot plus those tying for one of the top two positions.
 - e. In the event there is only one candidate, the NCCL Convener shall declare that candidate the nominee for the office.
3. Constituency Co-Convener and New Physicians Alternate Delegates to the Congress of Delegates.
- a. Candidate remarks will be given at the beginning of each of the constituency caucuses, to include all Co-Convener candidates and New Physicians Alternate Delegate candidates.
 - b. The women, BIPOC, IMG, and LGBTQ+ constituency caucuses will elect two Co-Conveners for the following year's NCCL. (These eight individuals become candidates for the six Member Constituency Alternate Delegate seats [and Delegate seats if necessary] to the Congress of Delegates.)
 - c. The new physicians caucus will elect two Alternate Delegates for the Congress of Delegates. At the meeting of the AAFP Congress of Delegates immediately following their election, these two individuals shall serve as Alternate Delegates. At the conclusion of that annual meeting, they shall assume the position of the AAFP Delegates and will continue in that position until their term expires at the conclusion of the next ensuing annual meeting of the AAFP Congress of Delegates. The Alternate Delegates elected will also serve as Co-Conveners for the next year's NCCL (during the same year as their Delegate term).
 - d. Each candidate will be given two minutes for remarks.
 - e. Balloting will immediately follow remarks during each relevant caucus with election results to be announced before the caucus closing.
 - f. The Constituency Co-Conveners and New Physicians Alternate Delegates shall be elected by majority vote of those eligible, present, and voting. Any candidate who receives a majority of the votes cast shall be elected.

If both positions remain to be filled after the first or a subsequent ballot, no more than four candidates receiving the largest number of votes cast on the preceding ballot, plus those tying for one of the top four positions, shall be candidates on the next ballot. Any candidate who receives a majority of the votes cast on such subsequent ballots and who is one of the two candidates receiving the largest number of votes shall be elected.

If one vacancy remains to be filled after the first or a subsequent ballot, the two candidates receiving the largest number of votes on the preceding ballot, plus those tying for one of the top two positions, shall be candidates on the next ballot. The candidate who receives a majority of the votes cast on such subsequent ballots shall be elected.

- g. In the event there are only two candidates, the NCCL Convener shall declare those candidates elected to the office.

4. Member Constituency Alternate Delegate to the Congress of Delegates.

- a. Candidate remarks will take place during the first business session.
- b. The previously elected Co-Conveners for the member constituencies (excluding New Physicians) are automatically placed on the ballot as candidates for the Member Constituency Alternate Delegate seats. From this pool, Chapter Delegates representing the member constituencies (excluding New Physicians) will elect six Alternate Delegates for the AAFP Congress of Delegates. If there are 6 or fewer Board-approved member constituencies, the one Co-Convener from each constituency with the highest number of votes will be elected to fill an Alternate Delegate seat, and any remaining seats will be filled by the Co-Conveners from any constituency with the next highest number of votes. If there are more than 6 member constituencies at the time of the election, the six Co-Conveners from any constituency with the highest number of votes will be elected as Alternate Delegates for the AAFP Congress of Delegates.

At the meeting of the AAFP Congress of Delegates immediately following their election, these six individuals shall serve as Alternate Delegates. At the conclusion of that annual meeting, they shall assume the position of the AAFP Delegates and will continue in that position until their term expires at the conclusion of the next ensuing annual meeting of the AAFP Congress of Delegates.

- c. Each candidate will be given two minutes for remarks.
- d. Balloting will immediately follow remarks during the business session with election results to be announced before the first business session closing.
- e. On the first ballot, the candidates with the highest number of votes from each constituency will be elected. Run-offs will be held on an as-needed basis.

5. AMA-YPS Delegate.

- a. Candidate remarks will take place during the first business session.
- b. Each candidate will be given two minutes for remarks.
- c. Balloting will immediately follow remarks during the business session with election results to be announced before the first business session closing.
- d. The AMA-YPS Delegate shall be elected by majority vote of those eligible,

present, and voting. Any candidate who receives a majority of the votes cast shall be elected. If there is no candidate that receives a majority of the votes cast on the first ballot, subsequent ballots shall be taken until one candidate receives a majority. The candidates on such subsequent ballots shall be the two candidates receiving the largest number of votes cast on the immediately preceding ballot plus those tying for one of the top two positions.

- e. In the event there is only one candidate, the NCCL Convener shall declare that candidate elected to the office.