

**1. Original page 8**

MER members who are employed by a commercial industry that provides products or services as defined in the WOCN® policy are eligible to serve on the MER Board of Directors (“Industry Director”), provided that no more than two (2) Directors, each of whom must be from different companies, may serve on the MER Board at any time.

**Proposed Change**

MER members who are employed by a commercial industry that provides products or services as defined in the WOCN® policy are eligible to serve on the MER Board of Directors provided that no more than two (2) Directors **from industry**, each of whom must be from different companies, may serve on the MER Board at any time.

Rationale: This is to clarify that industry members can be elected to the MER Board as long as there are no more than 2 members from industry from 2 different companies

**2. Original page 12**

<b>Award</b>	<b>Deadline</b>
WOC Nurse of the Year	August 15
Manufacturer’s Representative of the Year	August 15
MER Lifetime Achievement Award	August 15
MER WOC Nurse Professional Educator of the Year	August 15
MER WOC Nurse Patient Educator of the Year	August 15
MER WOC Nurse Shining Star of the Year	August 15
MER WOC Nurse	August 15

**Proposed Change**

<b>Award</b>	<b>Deadline</b>
MER WOC Nurse of the Year	August 15
MER Manufacturer's Representative of the Year	August 15
MER Lifetime Achievement Award	August 15
MER WOC Nurse Professional Educator of the Year	August 15
MER WOC Nurse Patient Educator of the Year	August 15
MER WOC Nurse Shining Star of the Year	August 15
MER Humanitarian WOC Nurse Award	August 15

**Rationale:** Provide consistency to the awards titles.

**3. Original page 13**

The Secretary's responsibilities shall be as follows:

1. Make all meeting arrangements as designated by the President (Zoom, conference calls, board retreat, etc.)

**Proposed Change**

The Secretary's responsibilities shall be as follows:

1. Make all meeting arrangements as designated by the President (Zoom, conference calls, board meetings, etc.)

**Rationale:** The Secretary makes arrangements for all the board meetings, not just the board retreat.

**4. Original page 13**

Section X– Office of Treasurer

1. The annual audit may be done, independent of the Treasurer, within 60 days of the fiscal year. This audit may be done by the President, a Trustee, and a member-at-large.

**Proposed Change**

1. The annual audit may be done, independent of the Treasurer, within 60 days of the fiscal year. This audit may be done by the **President – Elect, a Director**, and a member at large.

**Rationale:** The audit is under the responsibilities for the President – Elect, not the President. The tile of Trustee has been replaced by the title of Director.

**5. Original page 14**

1. Keeps the President apprised of the financial status of the region funds. The President is to receive a copy of the monthly financial statement from the bank.

**Proposed Change**

1. Keep the President apprised of the financial status of the region’s funds. The **President - Elect** is to receive a copy of the monthly financial statement from the bank.

**Rationale:** This change corresponds to the responsibilities of the President-Elect.

**6. Original page 15**

Director Structure

Director #3 – Responsible for the activities of the following committees:

1. Centralized Conference Planning
2. Continuing Education

### **Proposed Change**

Director #3 – Responsible for the activities of the following committees:

1. Local and Centralized Conference Planning Committee
2. Continuing Education

**Rationale:** The Local Ad Hoc Conference Planning Committee plans the regional conference with the Centralize Conference Planning Committee.

### **7. Original page 16**

Section II – Appointment

All committees, except for the Nominations Committee, shall be appointed by the appropriate trustee of that committee and approved by the President.

### **Proposed Change**

All committees, except for the Nominations Committee, shall be appointed by the appropriate Director of that committee and approved by the President. The committee membership, when possible, should represent each state within the MER. If a Task Force/ Ad Hoc Committee is needed to be convened, the membership should represent each state within the MER. Every effort will be made to have each state in the region represented on Committees, Task Force/Ad Hoc Committee.

**Rationale:** The title Trustee has been replaced with Directors. The additional sentence was added to insure member representation from each state in the MER when possible.

### **8. Original page 18**

Awards

Communicate the awards to the membership at the conference member meetings and by recording on the website via Webmaster or virtual assistant

### **Propose Change**

Awards

Communicate the awards to the membership at the **Regional Membership Meeting** and by recording on the website via Webmaster or virtual assistant.

**Rationale:** To provide consistency the conference member meetings will be known as the Regional Membership Meeting.

## **9. Original page 18**

Scholarships Include:

- Jeff Bish Scholarship (open to all 5 states)
- MER WOCNEP™ Scholarship Award
- MER Advanced Practice Nursing Scholarship
- MER Poster Scholarship

### **Proposed Change**

Scholarships Include:

- Jeff Bish Scholarship (open to all 5 states)
- MER **Memorial** WOCNEP™ Scholarship
- MER Advanced Practice Nursing Scholarship
- **MER Poster Award**

**Rationale:** The MER WOCNEP® Scholarships will be renamed the MER Memorial WOCNEP® Scholarship to honor those MER Members who have provided wound, ostomy, continence care. The word Award is being dropped since it is a scholarship. The Poster Scholarship will be changed to MER Poster Award to be consistent with the Appendix X.

#### **10. Original page 18**

Scholarship Responsibilities:

When necessary, convene a task force whose role is simply to review candidates and determine recipient.

#### **Proposed Change**

Scholarship Responsibilities:

When necessary, convene a task force, if possible, represents the five states within the region, whose role is to review candidates and determine recipient.

**Rationale:** This addition was added to provide members, when possible, represent each state within the MER.

#### **11. Original page 19**

Research Awards Include:

- MER Nurse Researcher Award
- Research Grant
- MER Excellence in Writing Award

#### **Proposed Change**

Research Awards Include:

- MER Nurse Researcher Award
- MER Research Grant

- MER Excellence in Writing Award

**Rationale:** The title is consistent with the titles of the other scholarships and awards.

**12. Original page 19**

When necessary, convene a task force, whose role is simply to review candidates and determine recipient.

**Proposed Change**

When necessary, convene a task force, when possible, **that represents the five states within the region**, whose role is to review candidates and determine recipient.

**Rationale:** This addition was added to provide members, when possible, represent each state within the MER.

**13. Original page 19**

Communicate the awards to the membership at conference member meetings and by recording on the website via Webmaster or virtual assistant.

**Proposed Change**

Communicate the awards to the membership at the **Regional Membership Meetings** and by posting on the website via Webmaster or virtual assistant.

**Rationale:** To provide consistency, the conference member meetings will be known as the Regional Membership Meeting.

**14. Original page 20**

Plan and promote programs to achieve the educational purposes of the region, assist and advise the MER Annual Program Subcommittee (MER Centralized Conference Planning Committee – CCPC)

**Proposed Change**

Plan and promote programs to achieve the educational purposes of the region, assist and advise the MER Annual Local Ad Hoc Conference Planning Committee under the direction of the Centralized Conference Planning Committee.

Director #3 cannot be a member of industry.

**Rationale:**

Clarify the regional conference planning committee's roles.

Director #3 assists in the regional conference planning and cannot be a member of industry. This will remove any potential conflict of interest in the conference planning process.

**15. Original page 20**

Currently there is no statement about the Ad Hoc Local Conference Planning Committee or Central Conference Planning Committee not being an industry member.

**Proposed Change**

Insure no member of the Ad Hoc Local Conference Planning Committee or Central Conference Planning Committee works in industry.

**Rationale:** To insure there is no conflict of interest with obtaining CEs for the regional conference.

**16.Original page 20**

MER Centralized Conference Planning Committee

Subcommittee shall include the chair, co-chair or member of previous 3 conferences and shall assess the educational needs of the professional community and the regional membership to plan, coordinate and evaluate the annual MER conference.

### **Proposed Change**

MER CCPC shall, when possible, include 1 member from each of the five states comprising the Mideast Region with previous conference planning experience. Each member shall serve a 3-year term. CCPC members shall act as a resource for and assist the annual local ad hoc conference planning committees as needed to assess the educational needs of the professional community and the regional membership to plan, coordinate and evaluate the annual MER conferences.

Additionally, the CCPC shall work with the Director #3 to obtain and maintain the enduring continuing education presentations via enduring CE applications, presentation reviews, evidence-based practice updates, and ensuring credentialing requirements are followed annually.

Option to continue to serve until the next conference occurs in that member's state. The position will then rotate to a new member having prior conference planning committee experience.

Maximum 5-year term.

Those interested in serving on the CCPC shall be appointed by Director #3 and approved by the MER Board of Directors.

**Rationale:** To define the makeup, role and term of the CCPC members.

### **17. Original page 23**

Committee Chairs receive \$50 towards travel/hotel for regional conference only, except fundraising, Conference Planning Chair, and the Webmaster.

### **Proposed Change**

A. Committee Chairs receive \$50 towards travel/hotel for regional conference only.. .

B. Conference Planning Chair and Co-Chair will receive a comp registration and room at the discretion of Director #3. Each

Conference Planning Committee Member will receive a comp registration based on the member's participation and at the discretion of Director #3 and the Conference Planning Committee Chair.

**Rationale:** Defines the reimbursement of Conference Planning Committee and the reimbursement for the Webmaster was dropped.

### **18.Original page 24**

XII. Scholarship, Donations and Awards

### **Proposed Change**

XII. Scholarships, Grants and Awards

**Rationale:** The word Donations was replaced with Grants to better reflect the awards offered to the MER membership.

### **19. Original page 24**

MER Nursing Education Scholarship Award: Deadline: August 15<sup>th</sup>

### **Proposed Change**

MER Advance Practice Nursing Education Scholarships : Deadline: August 15<sup>th</sup> (2 awards, \$1,000)

### **Rationale:**

Add "Advance Practice" to clarify the scholarship.

Drop the word Award and add the number and amount of awards to be consistent with the other awards.

## **20. Original page 24**

**MER WOCNEP® Scholarship Award:** Deadline: August 15<sup>th</sup> (up to 2 awards, \$1000)

The Mideast Region of the WOCN® Society is pleased to offer a Wound, Ostomy, and Continence Nursing Education Program Scholarship. The award is an avenue for financial assistance to MER members currently enrolled in an approved WOCNEP that go on to achieve certification through the WOCNCB®. The recipient must not have received a MER scholarship award in the past 3 years.

## **Proposed Change**

**MER Memorial WOCNEP® Scholarship:** Deadline: August 15<sup>th</sup> (2 awards, \$1000)

The Mideast Region of the WOCN® Society is pleased to offer a 2 Wound, Ostomy, and Continence Nursing Education Program Scholarship **to honor our members who were committed to providing wound, ostomy and continence care to their patients.** The scholarship is an avenue for financial assistance to MER members currently enrolled in an approved WOCNEP that go on to achieve certification through the WOCNCB®. The recipient must not have received a MER scholarship award in the past 3 years.

## **21. Original page 24**

**Jeff Bish Scholarship:** Deadline: August 15<sup>th</sup> (\$500)

Kurt Veters, from EHOB, Inc. supports this (\$500) scholarship in recognition of Jeff Bish, a Midwest Regional Sales Manager for EHOB. Those WOC nurses employed in an acute care setting are eligible for this scholarship.

## **Proposed Change**

**Jeff Bish Scholarship:** Deadline: August 15<sup>th</sup> (\$500)

Kurt Veters, from EHOB, Inc. supports this (\$500) scholarship in recognition of Jeff Bish, a Midwest Regional Sales

Manager for EHOB. Those WOC nurses employed in an acute care setting are eligible for this WOCNEP<sup>i</sup> scholarship.

**Rationale:** Defines what the scholarship is for.

## **22. Original page 24**

**Research Grant** Deadline: August 15<sup>th</sup> (\$1,000)

WOC nurses are encouraged to contribute to the advancement of nursing knowledge and evidence based practice through research. This grant is to encourage WOC Nurses and nurses specializing in wound, ostomy and continence care to contribute and to engage in research.

### **Proposed Change**

**MER Research Grant:** Deadline: August 15<sup>th</sup> (\$1,000)

The Mideast Research grant is to encourage WOC nurses and nurses specializing in wound, ostomy, and continence care to contribute to the advancement of wound, ostomy and continence nursing knowledge through research.

**Rationale:** To be consistent with the description on Appendix XII.

## **23. Original page 25**

**MER Nurse Researcher Award:** Deadline: August 15<sup>th</sup> (\$500)

The Mideast Research grant is to encourage WOC nurses and nurses specializing in wound, ostomy, and continence care to contribute to the advancement of wound, ostomy and continence nursing knowledge and evidence based practice through research. This grant is to encourage WOC Nurses and nurses specializing in wound, ostomy, and continence care to contribute and to engage in research.

### **Proposed Change**

**MER Nurse Researcher Award:** Deadline: August 15<sup>th</sup> (\$500)

The Mideast WOCN® Nurse Researcher Grant will honor an individual or group who completed a nursing research study that focused on wound, ostomy, or continence care and disseminated the results through presentation or publication.

**Rationale:** To be consistent with the description on Appendix XII.

#### **24. Original page 27**

##### **APPENDIX I**

#### **Mideast Region of the WOCN® Society Board Committee Expense for Committee Chairs**

**Chairs** receive \$50 towards travel/hotel for **regional conference only** except Fundraising, Conference Planning Chair and the Webmaster.

#### **Proposed Change**

**Committee Chairs** receive \$50 towards travel/hotel for **regional conference only**.

Conference Planning Chair and Co-Chair will receive a comp registration and room at the discretion of Director #3. Each Conference Planning Committee Member will receive a comp registration based on the member's participation and at the discretion of Director #3 and the Conference Planning Committee Chair.

**Rationale:** Defines the reimbursement of Conference Planning Committee and the reimbursement for the Webmaster was dropped.

#### **25. Original page 31**

##### **APPENDIX V**

#### **Mideast Region of WOCN® Advanced Practice Scholarship Award**

**Proposed Change**

**APPENDIX V**

**Mideast Region of WOCN® Advanced Practice Scholarship**

**Rationale:** To be consistent with the title on page 24.

**26. Original**

**page 32 (Excellence in Writing),**

**page 34 (Lifetime Achievement Award),**

**page 38 (Nurse Researcher Award),**

**page 41 (WOC Nurse of the Year Award),**

**page 42 (Patient Educator of the Year Award)**

**page 43 (Professional Educator of the Year),**

**page 44 (Shining Star of the Year Award)**

Nominating MER WOCN® Member (each of the above awards asks for the name of the nominating MER Member)

**Proposed change**

**Nominating Individual**

**Rationale:**

This allows any individual to nominate a MER Member for the above awards, i.e. Manager, co-worker, colleague who are not members of the MER.

**27. Original page 33**

**Appendix VII**

Jeff Bish WOCN® Scholarship Award

Specific Requirements:

Work in an Acute Care Setting in the state of Indiana.

**Proposed Change**

**Appendix VII**

Jeff Bish WOCNEP® Scholarship

Work in an Acute Care Setting **within the MER.**

Rationale: Opens the scholarship up to more MER members.

**28. Original page 39**

**APPENDIX XII**

**Mideast Region of the WOCN® Research Grant Award**

The Mideast Research grant is to encourage WOC nurses and nurses specializing in wound, ostomy, and continence care to contribute to the advancement of nursing knowledge through research.

Submit the following application to the MER Director #2 by October Award

**Proposed Change**

### **Mideast Region of the WOCN® Research Grant**

The Mideast Research grant is to encourage WOC nurses and nurses specializing in wound, ostomy, and continence care to contribute to the advancement of **wound, ostomy and continence** nursing knowledge through research.

Submit the following application to the MER Director #2 by August 15<sup>th</sup>

Rationale: To be consistent with description that is on page 24 and to have the same submission date for all the awards and scholarships given out at the Fall Regional Conference.

### **29. Original page 48**

Appendix XIX

This Appendix does not exist

### **Proposed Change WOCN® Mideast Region Installation of Officers**

#### **President's Oath and Charge of Office**

(President's name) will you please rise and approach the podium? You have been elected President of the Mideast Region of the WOCN® Society. It will be your duty to preside at the meetings, to enforce impartially of the bylaws, to function under the guidelines of the operational manual and under every respect as the Mideast Region chief executive officer, supervise and control the affairs of the Region including financial oversight. It will be your duty to guide the officers and directors in action plans to further the strategic goals of the Mideast Region. You are responsible for the proper functioning of all committees and must be familiar with Roberts' Rules of Order, the Society's by-laws, and the operational guidelines of the region to continue to guide the region successfully during your two year service.

(President name) Please raise your right hand and repeat after me the oath of office. In the presence of honored guests and the members here assembled I, ( Pres. Name), do solemnly promise and pledge that I will faithfully execute the duties of president of the

Mideast Region to the best of my knowledge and ability, to commit myself to the strategic goals of the Mideast Region and assume full responsibility for this honorable organization.

By the authority vested in me the Society, I now proclaim you duly installed as president of the Mideast Region. Congratulations!!

### **President Elect**

(President's Elect name) will you please rise and approach the podium? You have been elected President elect of the Mideast Region of the WOCN® Society. This is an important post. It will be your duty to preside in the absence of the president, as such, to conduct the duties as are specifically prescribed in the by-laws and operational manual. You must immediately familiarize yourself with the rules of parliamentary procedure and the bylaws of the Society and the operational manual of the Mideast Region.

Are you prepared to take the oath of President Elect of the Mideast Region of the WOCN® Society?

Raise your right hand and repeat after me the oath of office.

In the presence of honored guests and the members here assembled I, (Pres. Elect Name), do solemnly promise and pledge that I will faithfully perform the duties of president elect of the Mideast Region as prescribed by the president or directors, performing any duties which are delegated and to commit myself to the strategic goals of the Mideast Region in preparation for service as the next president.

By the authority vested in me the Society, I now proclaim you duly installed as president elect of the Mideast Region. Congratulations!!

### **Directors and Officers Oath and Charge of Office**

Please rise and approach the podium. List names and office or Director #

Please all raise your right hand and repeat after me the oath of office of the Mideast Region of WOCN® Society.

In the presence of honored guests and the members of the Mideast Region here assembled I, (officer's names or director's name—list one at a time) do solemnly promise and pledge that I will faithfully execute the duties of my office of the Mideast Region to the best

of my knowledge and ability, to commit myself to the Mideast Region by furthering the strategic goals of the Mideast Region and focus on member issues. I assume full responsibility for this honorable organization as a board member.

By the authority vested in me by the Society, I now proclaim you duly installed as officers and directors of the Mideast Region.  
Congratulations!

**Rationale:** To add the oath of office for future reference for officers.

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