

APHA Governing Council Policy on Establishment and Discontinuation of Special Interest Groups (SPIG)

Definition of a SPIG

A Special Interest Group (SPIG) in APHA is a membership group that has the intent of becoming a Section.

Eligibility

To be considered a SPIG, a group applying must meet the following criteria:

- 100 new or unaffiliated APHA members
- Provision of a unique niche within APHA
- Occupying a strategic role within public health
- Formal leadership structure with at least a chair and chair-elect

Process initiation

In 2014 a moratorium¹ on APHA components was approved by Governing Council. This moratorium states that there can only be 58 components (Section, SPIG, Caucus and Forum). However, if a component is discontinued, the next group on the APHA Component Affairs waiting list may apply to become an APHA component.

A proposal for consideration as a SPIG must:

- Contain all the information required by the instructions
- Support APHA's goals and missions
- Clearly articulate the purpose and need for the SPIG structure
- Identify achievable and measurable outcomes
- Assure that the SPIG is non-duplicative of standing Section and SPIG activities

Approval Process

Phase I Intersectional Council (ISC) Review: The ISC will review and provide feedback on the SPIG proposal. Recommendations of the Intersectional Council Steering Committee (ISC-SC) will be informed, though not determined, by this ISC feedback.

Phase II ISC-SC Review and recommendation: ISC-SC will study the proposal for creation of a SPIG in conjunction with all Section/SPIG feedback. The ISC-SC will submit its recommendation to establish or not establish the SPIG to the Governing Council for approval. The Executive Board will review the ISC-SC recommendation before it goes to Governing Council for a vote.

Phase III Governing Council approval: The Governing Council will vote on the recommendation of the ISC-SC. If the SPIG receives provisional approval, it will then have six months to document via the membership database the 100 new or previously unaffiliated members. If the SPIG does not meet this membership requirement, the provisional approval will be cancelled.

¹ During the APHA Task Force on Association and Organizational Improvement (TFAIR) process, this moratorium was adopted due to APHA staffing limitation.

SPIG Term and expectations

The ISC-SC will review SPIG performance yearly. After three years, ISC-SC will recommend to Governing Council whether the SPIG is appropriate for transition to Section status, needs more time or needs to be discontinued. The Executive Board will review the ISC-SC recommendation before it goes to Governing Council for a vote. SPIGs that need more time will be reviewed by the ISC-SC at a minimum of every three years and the ISC-SC will submit additional recommendations to the Governing Council .