

**NATIONAL STRENGTH AND CONDITIONING ASSOCIATION  
FELLOWSHIP REVIEW COMMITTEE  
POLICIES AND PROCEDURES**

Approved: May 15, 2011  
Current revision: July 2021  
Next review due: July 2024

**MISSION STATEMENT**

***To evaluate NSCA Fellowship candidates each year and maintain the integrity of this recognition by reviewing the criteria to ensure that it meets the standards of the NSCA.***

**I. Goals and Objectives**

- A. The goals of the Fellowship Review Committee shall be to:
  - 1. review the FNSCA applications each year.
  - 2. provide FNSCA applicants the necessary information to apply for this recognition.
  - 3. carry out directives and/or charges given to it by the NSCA Board of Directors (BOD).
- B. The objective of the Fellowship Review Committee shall be realized through its support of an annual review process of Fellowship application requirements and processes.

**II. Fellowship Review Committee**

- A. Description. The Fellowship Review Committee consists of five NSCA Fellows who will be responsible for reviewing all of the NSCA Fellowship applications that have met absolute requirements each year.
- B. Fellowship Review Committee Structure, Qualifications, and Duties
  - 1. The Fellowship Review Committee is comprised of five nominated members, and in cycling years, a sixth member, which will be held by the Immediate Past Chair serving in an ex-officio role for one-year. Terms and rotation will follow current BOD approved committee structure policy of 3-year terms with staggered rotation. Members will have the option to serve a second term. Fulfilling a partial term (less than three years) due to vacancy does not constitute a full term.
    - 1.2 Committee qualifications
      - 1.21 Must be a current member of the NSCA.
      - 1.22 Must have NSCA Fellowship status.
    - 1.1 Members Duties

- 1.11 It will be the responsibility of the committee member rotating off of the committee to find their replacement from the list of NSCA Fellows.
  - 1.12 Committee members will submit replacement to the Chair for approval.
  - 1.13 Committee members will thoroughly review applications of potential Fellows and vote to award Fellowship status.
2. Committee Chair
    - 2.1 Shall be selected among and by the current committee. The term of the Chair will match their current term cycle end date and can range from one to three years. The Chair position will be voted on by current committee members.
      - 2.11 Chair Duties
        - 2.111 Preside over annual meeting.
        - 2.112 Serve as the official spokesperson of the Fellowship Review Committee.
        - 2.113 Monitor the FNCSA voting and submit the results to the NSCA staff liaison.
          - 2.113a The NSCA staff liaison will submit results to the BOD for ratification.
        - 2.114 Responsible for submitting annual report to BOD.
  3. Committee Immediate Past Chair
    - 3.1 Shall serve a one year term in an ex officio role, and provide guidance to the Chair on policy and procedure.
  4. Fellowship Review Committee Member Removal Policy
    - 4.1 Members and/or the Chair of the Fellowship Review Committee may be removed from office for cause, including but not limited to failure to perform aforementioned duties, by a two-thirds vote of the Committee.
  5. Fellowship Review Committee member replacement policy
    - 5.1 Chair
      - 5.11 In the event that the Chair is removed or steps down prior to the election of a new Chair, the remaining members of the committee will elect a new Chair to serve.
      - 5.12 The committee size will be brought back to five by the nomination of someone from the Fellowship member list.
    - 5.2 Member
      - 5.21 In the event that a committee member is removed or steps down prior to the appointment of new members, the remaining members of the committee will nominate a new member to replace them to serve out their term.

### C. Committee Meetings

1. The committee shall conduct an annual meeting.
2. Excluding the Immediate Past Chair, all committee members have voting privileges.
3. The committee shall establish the policies and procedures by which the committee shall operate in accordance with the Bylaws of the NSCA.
4. The committee shall have the authority to evaluate and act upon any changes in the committee guidelines as it deems necessary.
5. The committee shall continually evaluate the purpose, goals and objectives of the committee and suggest revisions to the BOD.
6. Notice of the annual meeting and all special meetings of the committee shall be given prior to the meeting date.
7. A simple majority of the committee (3) shall constitute a quorum for the transactions of business at any meeting of the committee.

### **III. AMENDMENT TO GUIDELINES**

These Guidelines are subject to approval by the BOD and all changes, and/or modification must be approved by the BOD.