

Society of Gastroenterology Nurses and Associates, Inc.	
<i>Board Policy & Administrative Procedure Manual</i>	Policy No: N-4 Page: 1 of 1 Effective Date: 10/98 Revision Date: 10/99, 04/01, 3/02, 10/10, 11/12, Review Date: 5/16 2/02, 10/06, 10/08, 10/10, 11/12, 5/16
Subject: Electronic Special Interest Group Projects	
Review Responsibility: Director of Social Media	

Policy Statement:

e-SIGS may develop educational projects for their sub-specialty under the umbrella of SGNA.

Focus:

Electronic Special Interest Groups (e-SIGS)

Purpose:

To define guidelines for Collaborative Educational Projects for e-SIGS.

Supportive Data:

Each e-SIG provides its members with a shared learning environment to encourage free exchange of ideas and networking among colleagues under the auspices of SGNA. e-SIG programming and services should complement SGNA established programs.

Procedure:

1. If the e-SIG has an educational product idea, the idea should be sent to SGNA Headquarters and SGNA Director of Social Media with initial plans.

- 1.1 Initial plan will include a preliminary project outline and proposed budget.
- 1.2 All e-SIG projects must be submitted for Board approval before commencing.
- 1.3 e-SIG projects are funded through the SGNA operational budget.
- 1.4 Proceeds from the projects will be returned to the SGNA budget.
- 1.5 SGNA Headquarters must handle all sponsorship activities.
- 1.6 SGNA will be the contact hour provider for the educational offerings.