

NOMINATING COMMITTEE POLICY

Adopted: November 2023

The Immediate Past President, as a representative of the current board that will not be serving in the coming year, shall annually appoint a Nominating Committee of no less than three (3) and no more than five (5) members. The Nominating Committee must be inclusive and represent the association's membership, interest, and mission statement to the best of its ability.

The make-up of the Nomination Committee shall be composed of a representation from at least three (3) different membership types to include Professional, Associate, Industry, Educator and/or Student level. This would ensure we have various perspectives from our overall membership.

Committee Formation:

- Immediate Past President
- Three (3) different membership types to include Professional, Associate, Industry, Educator and/or Student level.
- A past IIDA NE board member who has not served on the board in 3+ years
- A member from at least one of the City Centers

Each member of the Nomination Committee will hold true to the "qualities" identified by the Board that best represent our chapter and its mission.

Potential Nomination Committee candidates will be shared with the board prior to the seating of the committee. This is for transparency purposes and will not require a vote or discussion. Any concerns should be addressed to the Immediate Past President within 5 days of notification.

The Committee term is (1) one term. There will not be any overlap with members from the previous three year's Nomination Committee. The end date will be either once the slate is approved or the swearing in of the new Board at the end of June. The Immediate Past President shall be responsible for the selection, recruitment, and retention of the Nominating Committee members. Once seated, the Nomination Committee will determine who will be the committee chair. The chair will be responsible for all committee affairs in accordance with this policy and the association bylaws.

Members of the Nominating Committee are not eligible to be nominated. If a sitting member of the committee determines they would like to seek office, they must resign from the committee and will not be eligible for consideration as a candidate until the next election cycle, which begins after their resignation from the Committee. All members of the Committee are required to sign the Nominating Committee Oath of Confidentiality Policy upon immediate acceptance of their Committee position.

Unanimity must be reached by the Committee when selecting the slate. At the end of slate selection process the Nominating Committee chair will present the selected slate to the Board for discussion and vote. The board will review and vote on each individual candidate to be presented to the Chapter.

Once the slate is approved, the chapter will vote on the slate in its entirety, not one by one. At the same time the slate is presented to the chapter, the members of the Nomination Committee are also shared with the chapter.