

Approved: Board of Directors – 11/18/95
 Revised: Board of Directors – 1/22/93
 Revised: Board of Directors – 7/29/06
 Revised: Board of Directors – 5/2/09

ADMINISTRATIVE REGULATIONS

NOMINATING COMMITTEE – COMPOSITION

1. Composition. The Nominating Committee shall consist of six (6) members and a Chair, all seven (7) of whom shall be voting members of the Committee and Fellows of the Academy (or Life or Honorary Members who have been Fellows) in good standing from geographically diverse and representative regions.

2. Appointment. One member of the Nominating Committee will be appointed each election cycle by the Board of Directors, one will be appointed each election cycle by the Advisory Board, and one member will be elected each election cycle by the membership.

The Board of Directors' and the Advisory Board will fill the vacated regions according to the following chart:

Vacant / Appointed Geographic Region Rotations

Board of Director	
<u>Vacant Region</u>	<u>Appointed Region</u>
West / Northwest	Southeast / South Central
Midwest / Mid-South	East / Northeast
Southeast / South Central	West / Northwest
East / Northeast	Midwest / Mid-South

Advisory Board	
<u>Vacant Region</u>	<u>Appointed Region</u>
Southeast / South Central	West / Northwest
East / Northeast	Midwest / Mid-South
West / Northwest	Southeast / South Central
Midwest / Mid-South	East / Northeast

3. Term. Members of the Nominating Committee shall serve two (2) consecutive election cycles with staggered terms. Members of the Committee may not serve consecutive terms. Notwithstanding the foregoing, the current members of the Committee will elect a member who has completed two (2) election cycles to serve as Chair for a third (3) year.

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4. Duties. The Nominating Committee shall screen and evaluate all nominees, and select a definitive slate of highly qualified candidates for President-elect, Vice President-Elect, Board of Directors and Nominating Committee Member Representative based on professional, scholarly, and administrative skills, and geographic representation.

5. Restrictions. No incumbent member of the Board of Directors or of the Executive Committee of the Advisory Board may serve on the Nominating Committee.

Upon election or appointment to the Nominating Committee, the member must remain neutral throughout his or her term. The Nominating Committee members are restricted from submitting nominations, supporting nominees, writing letters or speaking in support of any nominee, potential candidate, slated candidate or write-in candidate running for office. Nominating Committee members must also promptly report to the AHTF on Election Oversight any individuals seeking to improperly influence the nominations process.

6. Nominating Committee Members Eligibility as a Candidate. Members of the Nominating Committee are not eligible to be a candidate for election to the Board of Directors or for an officer position until their term on the Nominating Committee has been completed, and either one election cycle has been completed or one year has passed, whichever comes first, following any election for which they have served on the Nominating Committee.

7. Geographic Regions. The Nominating Committee shall include one member from each of the geographic regions defined below for the Board, Advisory Board and Nominating Committee Member Representative. The Board of Directors retains discretion to redefine these areas as necessary to assure reasonably diverse and representative geographic distribution of members of the Committee.

BOARD AND ADVISORY BOARD GEOGRAPHIC REGIONS

East/Northeast Region

Connecticut	New York
Delaware	Nova Scotia
Maine	Pennsylvania
Maryland	Prince Edward Island
Massachusetts	Quebec
Newfoundland	Rhode Island
New Brunswick	Vermont
New Hampshire	Washington, DC
New Jersey	

Southeast/South Central Region

Alabama	New Mexico
Arizona	Oklahoma
Arkansas	Puerto Rico
Florida	South Carolina
Georgia	Tennessee
Louisiana	Texas
Mississippi	

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Midwest/Mid-South Region

Illinois	Ohio
Indiana	Ontario
Kentucky	Virginia
Michigan	West Virginia
Minnesota	Wisconsin
North Carolina	

West/Northwest Region

Alaska	Montana
Alberta	Nebraska
British Columbia	Nevada
California	North Dakota
Colorado	Oregon
Hawaii	Saskatchewan
Idaho	South Dakota
Iowa	Utah
Kansas	Washington
Manitoba	Wyoming
Missouri	

NOMINATING COMMITTEE MEMBER REPRESENTATIVE GEOGRAPHIC REGIONS

East Region

Alabama	Newfoundland	Puerto Rico
Connecticut	New Brunswick	Quebec
Delaware	New Hampshire	Rhode Island
Florida	New Jersey	South Carolina
Georgia	New York	Tennessee
Kentucky	North Carolina	Vermont
Maine	Nova Scotia	Virginia
Maryland	Ontario	Washington, DC
Massachusetts	Pennsylvania	West Virginia
Mississippi	Prince Edward Island	

West Region

Alaska	Iowa	North Dakota
Alberta	Kansas	Ohio
Arizona	Louisiana	Oklahoma
Arkansas	Manitoba	Oregon
British Columbia	Michigan	Saskatchewan
California	Minnesota	South Dakota
Colorado	Missouri	Texas
Hawaii	Montana	Utah
Idaho	Nebraska	Washington
Illinois	Nevada	Wisconsin
Indiana	New Mexico	Wyoming