

Approved: Board of Directors – 11/13/10
Revised: Board of Directors – 8/6/11

OFFICER AND DIRECTOR NOMINEE CRITERIA

The following criteria and characteristics are outlined for Fellow members submitting their name to be considered as an Officer or Director nominee.

- ✓ The individual should be a Fellow member in good standing, who is actively involved with the Academy, has a strategic focus, is visionary and pragmatic with an interest in furthering dermatology
- ✓ The individual will be screened and evaluated on the basis of professional, scholarly, and administrative skills.
- ✓ The Nominating Committee should consider and seek to expand the diversity (age, gender, geography, practice type and race) of the slate for each position as long as such consideration does not diminish the quality and experience of the slate.
- ✓ Individuals will be considered from the following geographic regions: East / Northeast; Southeast / South Central; Midwest / Mid-South; and West / Northwest
- ✓ The individual should possess:
 - extensive knowledge of AAD operations
 - volunteer experience on AAD committees
 - priorities aligned with AAD
 - ability to provide big picture focus rather than focus on minutia
 - leadership abilities, collaboration and consensus building
 - transparent reputation of integrity, professionalism and adherence to high ethical standards
 - ability to build relationships and be culturally compatible
 - membership in other dermatology societies and served in officer positions
- ✓ The individual should be able to provide the reason(s) why they feel they are qualified to become a candidate for the position in which they have been nominated
- ✓ The individual's letters and/or emails of support received should enhance their attributes
- ✓ The individual, understanding the important responsibilities to be undertaken as an Officer or Director of the American Academy of Dermatology and AAD Association will be asked the following:
 - I will faithfully carry out the duties of an Officer or Director if elected. I further certify that I have disclosed to the AAD Nominating Committee any discipline imposed by any medical licensing authority and any current investigation or allegation that could lead to a limitation of or adverse action against my license to practice medicine.
 1. Has any adverse action, including revocation, suspension, or probation, ever been taken against your medical license in any state?

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2. Has any adverse action been taken against you by the Federal government, any law enforcement authorities, any hospital, or any managed care company?
 3. Are there any malpractice judgments or settlements that you have had to report to the National Practitioner's Data Bank or that otherwise should be brought to the attention of the Nominating Committee?
 4. Is there anything in your past, including anything involving your family, that would be embarrassing to the Academy if it were to be made public?
- ✓ The individual, if elected, will be required to:
 - prepare for and attend all meetings of the Board and of councils, committees, and task forces to which they are appointed if elected.
 - maintain confidentiality regarding discussions held at these meetings
 - avoid conflicts of interest between serving in the position of Board Member and your professional or personal life, and disclose conflicts if they arise
 - respect the opinions of other Directors and support actions taken by the Boards of Directors
 - act in the best interest of the AAD and AAD Association, above personal interests or beliefs
 - participate in conference calls (usually scheduled monthly for Officers, less frequently for other Directors)
 - represent the AAD and AAD Association in a positive and supportive manner at appropriate meetings and functions in your region
 - ✓ The individual must acknowledge that all Conflict of Interest Disclosure information is up-to-date and correct

The following is specific to the President-Elect & Vice President-Elect nominees

- ✓ The Officer nominee must have served at some time for at least one (1) year on the Board of Directors prior to submitting their name as a potential nominee
- ✓ The President-Elect nominee must agree to the following if successfully elected to this position:
 1. divest¹ any Direct Financial Relationships with Companies during the entire term as President-Elect; and
 2. resolve any Direct Financial Relationships during the period from the date of election until the installation of President-Elect.

¹ **Definition:** A direct financial relationship is a relationship held by an individual that results in wages, consulting fees, honoraria, or other compensation (in cash, in stock options, or in kind), whether paid to the individual or to another entity at the direction of the individual, for the individual's services or expertise. As used in this Code, the term Direct Financial Relationship does not mean stock ownership or intellectual property licensing arrangements.