

Executive Committee Policy on Selecting and Submitting Nominees for Board of Trustees Elections

Criteria for Nomination Selection

1. **Professional Qualifications**: Nominees should possess relevant qualifications, certifications, and experience in their respective fields that enhance the credibility of the Board of Trustees (BOT).
2. **Community Engagement**: Candidates should demonstrate a history of involvement in community development initiatives, particularly those benefiting the local community and healthcare landscape.
3. **Leadership**: Preference will be given to nominees with leadership experience in medical associations, community organizations, or healthcare institutions, showcasing their ability to advocate for chapter's interests.
4. **Networking Ability**: Candidates should exhibit strong networking skills, with a proven ability to connect with chapter members and other stakeholders to foster collaboration and support within the community.
5. **Commitment to Diversity**: The Executive Committee (EC) shall consider diversity in terms of professional background, gender, ethnicity, and perspective to ensure a comprehensive representation that aligns with APPNA Oklahoma Chapter values.
6. **Ethical Standards**: Nominees must have a strong reputation for integrity and ethical conduct within the community, reinforcing the trust and values of APPNA Oklahoma Chapter.
7. **Availability and Commitment**: Candidates should be willing and able to dedicate time to the responsibilities of BOT membership, including attending meetings, participating and engaging in activities.

Procedure for Selecting Nominees

1. **Announcement of Vacancy**: The EC will formally announce the upcoming vacancy and the call for nominations, outlining the criteria and deadlines for submission.
2. **Nomination Submission**: Voting members will submit nominations, via a secure online system. Each voting member can submit 1 nomination for each open position. Voting members will be encouraged to include the qualifications, strengths and abilities of the nominees along with contact details.

3. **Initial Review**: The EC will conduct an initial review of all nominations to ensure they meet the established criteria.
4. **Consideration of Nominations**: After determining that a nominee meets the established criteria, the EC will take into account the number of nominations received for each candidate, recognizing those who have broad support among the voting members.
5. **Selection of Candidates**: The EC will create a list of candidates by evaluating their alignment with established criteria, ensuring required representation from each region of Oklahoma City and Tulsa, considering the number of nominations received, and assessing their potential contributions to APPNA Oklahoma Chapter.
6. **Interviews/Assessments**: The EC may choose to conduct interviews or assessments with shortlisted candidates to further evaluate their suitability and vision for the organization.
7. **Final Selection**: Based on the assessments, discussions, and the number of nominations, the EC will select up to three nominees for each open position, to forward to the BOT.
8. **Notification**: The selected nominees will be notified, and all nominees will be informed of the outcome of the selection process.
9. **Submission to BOT**: Finally, the selected nominees' names and qualifications will be submitted to the BOT for consideration in the election process.