

Approved: Board of Directors – 11/18/95

Revised: Board of Directors – 6/9/01; 2/22/02; 11/23/02; 1/22/03; 12/3/05; 7/29/06; 4/21/07; 11/3/07; 8/2/08; 8/1/09; 5/22/10; 11/13/10; 8/6/11; 8/18/12; 3/2/13; 8/3/13; 8/9/14; 5/16/15; 7/30/16; 11/5/16; 3/6/17; 5/20/17; 11/4/17; 2/19/18; 4/28/18; 5/2/18; 7/28/18; 11/3/18; 7/27/19; 11/2/19; 8/15/20; 9/3/20; 8/7/21; 11/6/21; 5/21/22; 8/12/23; 1/17/24; 5/4/24; 8/3/24; 11/2/24; 7/12/25

NOMINATION AND ELECTION PROCEDURES

1. Call for Nominations

- a. **Deadline:** The deadline for submitting nominations for Officers, Directors and Nominating Committee member representative candidacy positions is October 1. Members will be notified of this opportunity twice in *Dermatology World* and once by the members preferred contact method on file with the Academy (e.g., e-mail, fax or mail). In the event that less than four nominees each for President-elect, Vice President-elect or Nominating Committee Member Representative or twelve nominees for the Board of Directors have been submitted by October 1, the deadline for submitting nominations for such candidacy position(s) shall be extended to November 1. The Candidate Recruitment Workgroup, chaired by the immediate past Chair of the Nominating Committee and consisting of members from the Academy Former Presidents Committee, the Leadership Development Steering Committee and up to five (5) additional eligible members may be appointed at the discretion of the Workgroup chair that were not appointed during the annual appointment cycle, will be tasked with coordinating an outreach effort to recruit more eligible nominees for such candidacy position(s).
- b. The Candidate Recruitment Workgroup is charged with encouraging members to submit their name for consideration as an Officer, Director, or Nominating Committee Member Representative for the Academy Election. The Candidate Recruitment Workgroup will contact members of the Board of Directors to encourage them to identify and submit names to the Candidate Recruitment Workgroup of eligible colleagues who they feel are qualified for President-elect, Vice President-elect, Director, and/or Nominating Committee Member Representative.

The Academy Former Presidents Committee is charged with encouraging qualified members to run for Academy office.

Any member interested in being a write-in candidate for a Director position must first be nominated or nominate themselves for such candidacy position and follow the vetting process described below.

- c. **Letter:** A letter from the Nominating Committee will be sent to past and present members of the Board of Directors who served on the Board for at least one year, encouraging them to submit their name to the Nominating Committee for consideration as a nominee for the candidacy position of President-Elect or Vice President-Elect.

2. Call for Nominations – Unauthorized Member Activities

No member of the American Academy of Dermatology shall directly contact any member of the Nominating Committee regarding nominees for election. Any lobbying of committee members may eliminate the nominee from consideration by the Committee.

During the nomination period, potential nominees and candidates may not engage in any such election-related communications, other than direct one-on-one, personal communications with friends and colleagues to request letters of recommendation in support of their nomination from individual friends, colleagues or organizations. One (1) letter of recommendation is required for each nominee.

3. Nominating Committee Meetings

The Nominating Committee shall meet at least twice during each election cycle to select a slate of candidates with the final meeting taking place approximately two weeks before the Annual Meeting. The use of the term “election cycle” here is the same as in Article VI, Section 3(a) of the Academy Bylaws.

4. Prior to the First Meeting of the Nominating Committee

- a. Nominees can submit their name for only one candidacy position; however, Officer candidates will be given an opportunity to indicate whether they are willing to be considered for the other officer position.
- b. All nominees are strongly encouraged to submit letter(s) of support to the Academy election website or by email to callfornominations@aad.org.
- c. Nominees must submit an online application with the required materials by October 1. Nominees who fail to submit all the materials via the online application will be eliminated from further consideration by the Nominating Committee for the current election cycle and will also be ineligible to be a write-in candidate for the current election cycle.
- d. On or before October 1, Academy staff will notify the Nominating Committee and the Candidate Recruitment Workgroup of the number of nominees who have submitted their names and required materials for consideration for each office. Should the number of nominees for one or more candidacy positions not meet the requirements as outlined in section 1(a) of this Administrative Regulation or otherwise be deemed insufficient by the Nominating Committee, the Candidate Recruitment Workgroup will lead the effort to encourage/recruit further nominations for such position(s).
- e. After the November 1 nomination deadline, Academy staff will compile and send the list of nominee materials submitted for review and evaluation to the Nominating Committee. Within one (1)-week of receiving nominee materials, the Nominating Committee will meet via conference call to determine whether the number of potential nominees for one or more candidacy positions is not adequate to select appropriate candidates for that office. If the Committee determines the number of nominees are still not adequate, the nominating process for that candidacy position or those positions will be reopened for a one (1)-week period (on a one-time basis) to permit the Candidate Recruitment Workgroup to recruit additional nominees for that office(s).

5. First Meeting of the Nominating Committee

- a. The first meeting of the Nominating Committee will be held at least seven (7) weeks prior to the start of the election. Prior to the meeting, Academy staff will compile the list of materials submitted for review and evaluation by the Committee.
- b. The Nominating Committee will prepare the “potential candidate short list,” and in doing so will review all nominees and materials submitted to ensure that each nominee has been vetted and is a Fellow in good standing with the Academy.
- c. The “potential candidate short list” will include candidates for the offices of President-Elect, Vice President-Elect, open candidacy positions on the Board of Directors, and Nominating Committee member representative.
- d. For each of these offices, the Nominating Committee shall formulate up to two (2) questions to be answered by all individuals on the “potential candidates short-list” for such office prior to the second meeting of the Nominating Committee.

6. Post First Meeting of the Nominating Committee

- a. The Nominating Committee shall contact the members on the “potential candidate short list” after the first Nominating Committee meeting to confirm their willingness to accept the

submission of their name as a potential candidate for President-Elect, Vice President-Elect, Director or Nominating Committee representative.

- b. The Nominating Committee will request that each potential candidate submit the following to the Executive Office of the Academy within ten days after being notified by the Nominating Committee that he or she is on the potential candidate short list:

1. Answer(s) to potential candidate question(s) formulated by the Nominating Committee. Response(s) combined or otherwise, to the potential candidate question(s) may not exceed the total word count as indicated below.

President-Elect	500 words
Vice President-Elect	250 words
Director	125 words
Nominating Committee Member Representative	125 words

2. Final election photograph in specified format to be used in all election materials prepared by the Academy.
3. Final electronic Disclosure of Outside Interests statement, Curriculum Vitae and any other items needed for posting to the Academy website.
4. Optional Letter (see paragraph 13. a).
5. Candidate video (see paragraph 13. h for president-elect and 13. i for all other candidates).
- c. All unsuccessful nominees not selected by the Nominating Committee shall be called by one of the Committee members following the first meeting and thanked and acknowledged verbally for expressing an interest in serving as a nominee. This notification shall occur no later than **two business** days after those on the “potential candidate short list” have been contacted.

7. Second Meeting of the Nominating Committee

- a. The Nominating Committee shall review all materials submitted by “potential candidates” and shall select a final slate of candidates, subject to background checks for licensure or criminal actions.
- b. The slate shall contain at least two candidates for each candidacy position to be filled on the Board of Directors, two candidates each for the offices of President-Elect and Vice President-Elect and two candidates for the vacant candidacy position of Nominating Committee member representative.
- c. Following its second meeting, the Nominating Committee shall confirm the willingness of each candidate to run for Officer, Director, or Nominating Committee member representative.
- d. All unsuccessful “potential shortlisted candidates” not selected by the Nominating Committee shall be called by one of the Committee members following the second meeting and thanked and acknowledged verbally for expressing an interest in serving as a candidate. This notification shall occur no later than one business day after those on the “potential candidate short list” have been contacted.
- e. Unsuccessful nominees for Director positions who were vetted by the Nominating Committee and are Fellows in good standing with the Academy shall be eligible to be a write-in candidate for the open Director positions during the current election period if they so choose. When notified, such unsuccessful nominees will be reminded that if they decide to be a write-in candidate, they will be required to follow the rules in Paragraph 14 of this Administrative Regulation during the election cycle.

- f. The Nominating Committee Chair shall forward the final slate to the Academy's Board of Directors no later than the next business day following the second meeting of the Nominating Committee.

The final slate of candidates shall be announced to the membership no later than the third business day following the second meeting of the Nominating Committee. No nominee, slated nor write-in candidates, may engage in any campaign activities prior to the official announcement of the slate of candidates. Both slated and write-in candidates should discourage others from campaigning on their behalf prior to the slate announcement. Violation of this rule may result in disqualification of the candidate.

8. Candidate Briefing Call

A Candidate Briefing Call shall take place within two (2) business days after the announcement of the slate of candidates for office. Any write-in candidates will be invited to participate on this call. The Academy Secretary-Treasurer and/or the Chair of the Ad Hoc Task Force on Election Oversight will review the election activities as outlined in this Administrative Regulation on Nomination and Election Procedure.

9. Election Period

The term "Election Period" as used in this Administrative Regulation is defined as that time between the date of identification of slated candidates by the Nominating Committee and the deadline date for receipt of ballots. This term is distinct from the term "election cycle" used in the Academy bylaws. (Article VI, Section 3 (a)).

10. Ballot and Ballot Book

The ballot book shall be posted to the Academy website, as soon as possible after the announcement of the slate of candidates.

A ballot and ballot book will no longer be mailed to eligible voting members without an email on file with the Academy. Eligible voters without an email address will receive a letter with the link to the Academy election webpage and a secure access code to vote online. Eligible voters also have the option to access and print the online ballot through the Academy election webpage, complete it and mail or fax it to the election vendor.

Eligible voters with an email address on file with the Academy will receive an email with an embedded link to the online ballot, ballot book and Academy election webpage. These members will be able to vote online without their member ID and secure access code. Members may also access the online ballot and ballot book through the Academy election webpage.

11. Election Open Date

The Academy election dates shall coincide with the open and close dates of the Academy Annual Meeting. Open time will be 12:00 PM (ET) of the first day of the meeting and the close time will be 11:59 PM (ET) of the last day of the meeting.

12. Annual Meeting and Other Academy Election Activities

- a. The following election activities shall occur during the Annual Meeting:
 - (1) slated candidates shall be acknowledged at the Annual Meeting
 - (2) slated candidates shall receive a ribbon identifying them as a candidate for election
 - (3) slated candidate poster boards shall be displayed
 - (4) voting members shall be given the opportunity to vote on their personal devices, electronically onsite
 - (5) all candidates are encouraged to attend the Advisory Board General Meeting at the Annual Meeting
- b. The Academy will make every effort to assure that candidates for office do not receive inadvertent additional publicity through the reporting of Academy activities in official

publications or through the day-to-day program or administrative functions in which a candidate may be involved. This rule does not preclude sitting officers and directors from performing their official duties. Notwithstanding the foregoing, candidate images may appear on non-electioneering promotional materials and videos for Academy events or programs or those produced by external parties. In addition, the names of candidates who:

- are recipients of Academy awards may be published in Academy Annual Meeting publications and such candidates may receive their awards at ceremonies held during the Annual meeting (as long as no mention is made of the individual's candidacy or the election);
 - are speakers at the AAD programs may have their names listed along with the other speakers for that session and any promotional materials disseminated for that session without reference to their candidacy, but also without special mention (unless they are the featured speaker); and
 - appear in Academy materials having educational content i.e., interviews, articles and publications (including *Dermatology World* and the *Journal of the American Academy of Dermatology*), which will be disseminated to the membership, even if such distribution occurs during the "Election Period". (See 9)
- c. The Academy will inform the membership of the official authorized and recommended election activities identified herein by publishing an excerpt of this Administrative Regulation on election activities in *Dermatology World* in the earliest issue after the date that candidates are announced, in any issue which includes candidate position statements, in the issue that is mailed closest to the date on which the election opens, and by including the summary in the election voting book.

13. Authorized Election Activities by Slated Candidates Following Slate Announcement

a. Optional Letter

Each candidate may submit to the Academy one optional letter authored by the candidate in support of his/her candidacy in the below, specified format. Once all letters for a specific candidacy position have been received and approved, (by or before the deadline), they will be posted collectively to the Academy's election website and will remain there throughout the election period. Membership will be notified via e-mail and fax alerts of such posting. These alerts will have a link that will take members directly to the candidate election materials. Candidates may disseminate their approved optional letter by email or post it to social media sites and may include a link to the Academy's election website. Candidates who wish to disseminate their optional letter by mail to Academy members who have not provided e-mail or fax numbers are personally responsible for doing so and for all associated expenses. The Academy will provide the names and addresses of those Academy members who do not have e-mail addresses or fax numbers to candidates for a one-time use upon request.

Candidates may disseminate the complete and unedited, Academy slate of candidates announcement with the link to the Academy election website in their authorized communications to Academy members.

The optional letter:

- must be formatted on the candidate's letterhead or plain paper, which shall be
- 8 ½" x 11" page must be typewritten in a 12-point font
- may include one photograph in black and white or color that shall be no larger than 2" (wide) x 3" (high)
- must not include hyperlink(s)
- Candidates must forward a copy of their optional letter to the Academy office for review by

the Chair of the AHTF on Election Oversight and/or the Secretary-Treasurer, within ten (10) days after being notified by the Nominating Committee that he or she is on the potential candidate short list.

The version of the optional letter submitted by the candidate to the Academy for posting on the website and dissemination must be in final form. No changes to the optional letter will be allowed after it is submitted to the Academy by the candidate. The Academy will not be responsible for errors in the final version of the optional letter submitted by the candidate.

- b. Once the official slate of candidates is announced:
 1. Candidates, and other individual members are permitted to engage in the dissemination of letters, emails (from their personal or work email address), or other forms of written or electronic communications (except for personal campaign websites), including the slated candidate approved optional letter, in support of their candidacies or the candidates. These individuals may not be current or incoming Academy officers or directors, or members of the Nominating Committee or Ad Hoc Task Force on Election Oversight.
 2. Candidate(s) who are also current sitting Academy officers or directors may disseminate written communications in support of their own candidacy in addition to their one optional letter. They may not send communications in support of other candidates.
 3. Individual members, other than candidates writing on their own behalf, may send out communications in support of candidates using their personal or work letterhead, but not the letterhead from societies, journals, etc.
 4. After the official slate of candidates is announced, individual members may use practice, business, or academic titles but not current or former society officer titles in the body of communications or in communications signature blocks.
Candidates may use practice, business, academic, or former/current society officer titles in the body of communications in support of their candidacy but may not use such titles in signature blocks in these communications.
 5. Slated candidates may include links in their communications to the Academy election webpage.
 6. A group or organization may send the complete and unedited Academy slate of candidates announcement from its e-list or electronic mailing list but are strongly discouraged from supporting any candidates in such communications (see 13. h. below)
 7. Candidates may not fund or pay compensation for communications in support of their candidacies by other individuals (whether members, non-members, employees or independent contractors), groups (as defined in Section 13. h. below), or other entities, or request that others finance the cost of such communications.
 8. Such communications may not criticize, defame¹, or denigrate other candidates and must be consistent with the Academy's Code of Medical Ethics for Dermatologists, including the responsibility that Academy members treat each other with mutual respect in their communications with each other.
 9. Current and incoming Academy officers and directors may socially introduce² an individual candidate while attending the Academy Annual meeting but may not actively campaign for³ them.

¹ Definition of **written and oral defamation**: The act of making and publishing (to one or more third parties) untrue statements of fact about another which damages his/her reputation. If the defamatory statement is printed or broadcast over the media, including social media, it is libel and, if only oral, it is slander.

The following are examples of what constitutes a social introduction and of possible campaign activities.

² **Socially introduce** – A member encounters a candidate while attending a function (social or otherwise) at the annual meeting. The encounter happens at unpredicted times and locations i.e., before/after a session or meeting, dinners, receptions, etc. The member is allowed to casually introduce the candidate.

³ **Campaign for** – When a candidate and member prepare a plan of action so they can attend as many of the same functions together. The member would then introduce the candidate to many colleagues (at each function) and ask for their vote or remind them to vote. A candidate could also stand by an elevator/escalator or in a busy area of the convention center for an extended period-of-time with a member who introduces him/her while asking for their vote or reminding them to vote.

- c. Candidates may participate in social media discussions.
 - 1. However, when responding to questions on issues that are of relevance to their candidacy, candidates are strongly encouraged to refer their responses back to the Academy's social media election site.
 - 2. Individual candidates are permitted to spontaneously utilize Instagram Live, Facebook Live, or other similar live forums.
 - 3. Any live event hosted by a 'group or organization' would require all candidates from like candidacy positions, be invited; the event would be considered an impermissible endorsement if all the candidates of like candidacy positions were not invited. (refer to Section 13. h. below for the definition of groups/organizations)
 - 4. Candidates may post their unedited candidate video to social media without the use of the AAD logo.
 - 5. In no circumstances may candidates criticize, defame, or denigrate other candidates in their social media discussions.
- d. Candidates may give presentations in support of their candidacy at local, state, regional and sub-specialty dermatologic meetings if all other slated candidates for the position have been invited to present. To ensure all candidates for the same candidacy position are invited, these invitations should be directed to the Academy's Executive Office at candidates@aad.org. At these sessions, candidates' presentations should focus on their views regarding relevant Academy policy.
- e. Candidates may give educational, scientific, or clinical presentations or interviews at dermatologic meetings or in related publications. However, presentations in these circumstances may not contain any political or electioneering content, and the candidates must refrain from mentioning their candidacy, other candidates, or the election. Other similar presentations or interviews may also be permitted as long as they contain no reference to the current election.
- f. Distribution by candidates of flyers, gifts, trinkets, pins, ribbons, balloons, and other similar items in support of the candidate is prohibited.
- g. Members and groups or organizations are encouraged to submit questions to the Nominating Committee for possible selection for response from candidates in the ballot book.

Groups or organizations:

- 1. may encourage their members or employed, affiliated, or subscribing dermatologists to vote in the Academy election and may publish or otherwise disseminate the complete and unedited, Academy slate of candidates announcement to their members or employed, affiliated, or subscribing dermatologists;
- 2. may provide the link to the Academy election website to view candidate materials;
- 3. are strongly discouraged from disseminating letters, emails, or other forms of written or electronic communications endorsing, campaigning for, or otherwise supporting particular candidates or identifying them as members, employees, affiliates, or subscribers of their groups or organizations.
- 4. Candidates may not solicit and should affirmatively discourage endorsements or other support of their candidacies from groups or organizations.

For purposes of this Section 13.g., "groups" or "organizations" include formal or informal groups or organizations with three (3) or more members or employed, affiliated, or subscribing dermatologists who are Academy voting members, including but not limited to, national, state or local dermatology or other medical societies; dermatology departments in academic medical centers, medical clinics, or hospitals; dermatology practices (regardless of type of ownership); or social media groups, or other for profit or non-profit corporate entity that meets the requirements of this section.

- h. President-Elect Candidates Speech
 - 1. President-Elect candidates have the option of giving a (5) five-minute speech at the Annual Meeting.
 - 2. The content of the video, written and oral speech at the Annual Meeting must be the same.
 - 3. A closed caption button will be included in the video speech to allow members to read the speech.
 - 4. If applicable, candidates should indicate if they will be using PowerPoint to support their speech at the Annual Meeting. If using PowerPoint, it will be the candidate's responsibility to advance the slides from the podium.
 - 5. The video and written speech must be submitted in final format to the Executive Office within ten (10) days after being notified by the Nominating Committee that he or she is on the potential candidate short list.
 - 6. There will be a warning light at the podium to notify the candidates during their live speeches when they have thirty seconds remaining in their five-minute time limit. In fairness to both candidates, the microphone will be shut off at or very shortly after the time limit has elapsed.
 - 7. President-elect Candidates are encouraged to participate in a rehearsal that is held at the Annual Meeting. During rehearsal, speeches will be timed to ensure they are within the five-minute time limit.
 - 8. The final version of each President-Elect Candidate's speech will be posted to the Academy website.
 - 9. After the president-elect candidates have given their speeches, they may disseminate their unedited, 5-minute video speech in communications or on social media, without use of the AAD logo.
- i. Slated Candidate Video Statement
 - 1. Slated Candidates for the position of Vice President-elect, Director and Nominating Committee member representative are encouraged to participate in a videotaped statement to be recorded and submitted to the Executive Office no later than ten (10) days (after being notified by the Nominating Committee that he or she is on the potential candidate short list. This is in addition to, and not in place of, the optional candidate letter.
 - 2. The content of the statement will be the decision of the individual candidate. The final video and written statement must be the same.
 - 3. A closed caption button will be included on the video statement to allow members to read the statement.
 - 4. Candidates are responsible for assuring that the statement is done in a professional manner and will fit into the time limits listed below.
 - 5. Candidates are encouraged to rehearse their statements.
 - 6. The Academy will post the video and corresponding written Candidate Statements to the Academy election website for viewing by the membership throughout the Election Period.
 - 7. Slated candidates may disseminate their Academy approved unedited video statement in communications or on social media, without use of the AAD logo, after it has been posted to the Academy Election webpage.

The time that has been allotted for the candidate video statement is as follows:

Vice President-Elect	90 Seconds
Director	60 Seconds
Nominating Committee Member Representative	45 Seconds

14. Authorized Election Activities by Director Write-in Candidates following Slate Announcement

- a. Unsuccessful nominees who wish to be a Director write-in candidate, have been vetted by the Nominating Committee, and are a Fellow in good standing with the Academy, are required to submit their name in writing to the American Academy of Dermatology, attention Secretary-Treasurer, before the official slate of candidates is announced to the membership. Such individuals will be eligible to run as a Director write-in candidate, subject to the same background

checks as conducted for short-listed Director candidates. Based on the results of such additional vetting, written approval by the Secretary-Treasurer will be granted after the Academy's official slate of candidates is announced.

- b. Director Write-in candidates are also subject to the rules outlined in Paragraph 13. c through 13. h and k, including without limitation the restriction on any election-related communications in support of their candidacy prior to the announcement of the official slate of candidates. Director write-in candidates are not permitted to have an optional letter or video posted to the Academy election website.
- c. Director Write-in candidates' electronic Disclosure Statements of Potential Conflict of Interest, photograph, curriculum vitae and the answer to the Nominating Committee question will be posted to the Academy website for viewing by the membership on a webpage linked off of the Academy's official slated candidate's webpage.
- d. Director Write-in candidates will be invited to participate on the candidate briefing call; their names will not appear in the ballot book.
Director write-in candidates shall receive a distinctive ribbon identifying them as such to wear at the Annual meeting.

15. Ballot Return Date

To be valid and in accordance with Paragraph 17 of this Administrative Regulation, ballots:

- a. must be submitted online or sent directly to the independent election service designated therein.
- b. must be received or electronically posted by 11:59 PM (ET) of the last day of the meeting.
- c. must not contain write-in votes for Officers and Nominating Committee member representative candidacy positions.
- d. may contain a vote for one (1) eligible Director write-in candidate.
- e. may not exceed four (4) votes for Directors inclusive of one (1) Director write-in candidate.

16. Announcement of Election Results

Successful candidates shall be announced as soon as practicable after the ballot return date.

17. Official Election Candidate Results

The official results of each election certified by the independent election service are kept on file at the Academy office. Each candidate may verbally receive their numerical results of the election in which the individual was a candidate by contacting the Secretary-Treasurer or Assistant Secretary-Treasurer. An unsuccessful Director candidate, from the current election period, may verbally request the numerical result of the Director elected to the fourth seat. The Secretary-Treasurer or Assistant Secretary-Treasurer may verbally provide the numerical result without identifying the elected Director by name.

18. Assumption of Office⁴

Successful candidates shall assume office at the conclusion of the Annual Meeting following the election.

19. Manner of Notice and Announcement

Notice(s) and Announcement(s) required by this Administrative Regulation shall be in writing and, unless otherwise specified by the Academy Bylaws or this Administrative Regulation, may be affected by publication in an official Academy or Association publication, by United States mail, or by facsimile, or electronic transmission.

20. Ad Hoc Task Force on Election Oversight

- a. An ad hoc task force will be appointed each year prior to the Call for Nominations, to monitor

⁴ **The fiduciary obligations** of elected officers and directors generally apply when they officially take office at the end of the Annual Meeting following their election. However, these individuals must abide by the fiduciary obligations of officers and directors during the year following their election and before they formally take office to the extent that they are involved in any Board of Directors meetings, activities, or decisions, particularly with respect to confidential information.

the Academy's election process and election activities. The ad hoc task force will be chaired by the Immediate Past President holding office when slated candidates are announced. In the event that the Immediate Past President declines the chair appointment, the current President will serve as chair. The ad hoc task force will be further comprised of the President, Secretary-Treasurer or Assistant Secretary-Treasurer and the following individuals appointed by the President: a past member of the Board of Directors, and a recent past member of the Nominating Committee.

- b. Members asked to serve on the AHTF on Election Oversight are not eligible to be considered for a candidate position for the election in which they are serving and should not accept the appointment if they anticipate becoming a candidate.
- c. Upon acceptance of the AHTF appointment, the members must remain neutral throughout their term, which includes, but is not limited to, the nominating process and Election Period. The AHTF 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.
- d. All AHTF discussions and shared information, whether verbal, written or electronic, must be treated as confidential. This confidentiality must be maintained indefinitely.
- e. The AHTF on Election Oversight will report any recommendations for sanctions to the Board of Directors. At the end of the election process, the AHTF will present a formal report to the Board of Directors and include any recommendations that it may have for revisions to existing regulations.

21. Member and Candidate Sanctions for Failure to Comply with Regulations

The Ad Hoc Task Force on Election Oversight is responsible for addressing inappropriate communications and works with the member, individual, slated or write-in candidate(s) to resolve the issue. The Ad Hoc Task Force has the authority to block a member's or candidate's access to the *AAD Election Connection!* Should further review or sanctions be required, the Ad Hoc Task Force will refer the issue to the Board of Directors or the Professionalism and Ethics Committee. Candidates or other members may not file a complaint with the Professionalism and Ethics Committee based on an alleged violation of this Administrative Regulation unless the Ad Hoc Task Force has first found that such violation occurred and that referral to the Professionalism and Ethics Committee is appropriate. The foregoing does not prevent candidates and other members from filing complaints directly with the Professionalism and Ethics Committee based on election-related conduct that they believe violates the Administrative Regulation on Code of Medical Ethics for Dermatologists for a reason other than a violation of this administrative regulation.

Slated and write-in candidate(s), who are found, by a majority vote of the Board of Directors, to be in violation of the above regulations may, at the Board's discretion, be subject to sanctions, including but not limited to, removal from the ballot and/or nullification of votes received.

The Board of Directors retains discretion to alter the dates within this administrative regulation to accommodate special circumstances.