7.0 RAB NOMINATIONS AND APPOINTMENTS PROCESS

A. RAB has established a nominations and appointments process for various officer levels under its purview. This process has been developed to choose the best-qualified persons for various offices throughout the RAB organization. It was also developed to involve as many members in the selection process as possible. It is necessary that all candidates nominated for office are highly qualified, and it is therefore essential that all nominating committees show great diligence and exercise judgment in making nominations.

B. The Regional Activities Board, RAB Assembly, RAB N&A Committee and Regional Nominating Committees are at the focal point of the RAB Nominations and Appointments process.

7.1 RAB NOMINATIONS & APPOINTMENTS COMMITTEE

A. The composition of the RAB N&A Committee shall be in accordance with the Committee Charter.

B. Each year, the Chair of the RAB Nominations and Appointments Committee shall invite RAB and organizational units to submit qualified candidates to be considered by the RAB N&A Committee for the various elective and appointed offices.

C. A member of the RAB N&A Committee who does not resign from the committee prior to the meeting at which nominees are selected is not eligible to be nominated for any office to be filled by the RAB Assembly nor may they be eligible to be a candidate for the position of Vice President – Regional Activities.

D. Any candidate for election or appointment to any position under the purview of the RAB N&A Committee must disclose: (a) any other offices he/she holds within IEEE, (b) any role he/she has outside the IEEE that places him/her in a position of doing business with IEEE, and (c) any other possible source of conflict of interest.

E. In the case of RAB Committee Chair positions, no candidate should be considered who holds a position with similar responsibilities in a subordinate organizational unit. (For example, a Regional Treasurer cannot be the RAB Finance Committee Chair.)

F. No individual Region should be over-represented in the RAB structure; the RAB N&A must make every effort to offer a balanced slates of nominees that represents as many Regions as possible.

G. The RAB N&A Committee may review the list of appointees/chairs whose organizational unit exceeded its budget, and approval waivers, which is maintained by the Regional Activities Department. The intent is to eliminate from positions with budget authority volunteers who have unjustly exceeded their budget authority in the past.

H. The RAB N&A Committee shall prepare and submit to the RAB Assembly three slates of candidates as described in the RAB Operations Manual, Section 6.2.B-D, and in accordance with IEEE Bylaws.

7.2 RAB N&A AND ELECTION/APPOINTMENT PROCESS

A. The RAB N&A and election/appointment process is per the IEEE Bylaws and this Operations Manual. The RAB N&A Committee and the RAB Assembly are the principle RAB organizational units involved and work in close cooperation.

B. The RAB Secretary shall oversee and coordinate the RAB N&A and election/appointment process to ensure that the positions enumerated in 7.2.C.1 - 7.2.C.3 are filled by 31 December of the current year or as otherwise stated in the IEEE Bylaws or the RAB Operations Manual

C. The RAB N&A and election/appointment process provides for the filling the elected positions of RAB (Section 6.2), appointed RAB Committee Chairs and Committee members.

1. The elected positions of RAB: RAB Treasurer, RAB Vice Chairs.

   a. The RAB N&A Committee shall submit to the RAB Assembly not less than two or more than three candidates for each elected position. These recommendations should reach the RAB Assembly at least thirty (30) days prior to the RAB Assembly meeting at which the elections will occur.

   b. No candidate may be nominated by the RAB Nominations & Appointments Committee for more than one position.

   c. The RAB N&A Committee shall have an alternate candidate(s) approved for each position for which the RAB N&A Committee nominated only two candidates. The alternate(s) will be presented to the Assembly by the RAB N&A Committee Chair, only in the event of the unavailability of a candidate from the formal RAB N&A slate. The RAB N&A slate of candidates, including biographies and position statements, shall be mailed to all members of RAB at least four weeks before the RAB Assembly meeting at which the election shall take place. The order of names for each position will be selected by lottery.

   d. Each candidate for a RAB Assembly-elected position shall have an Assembly Delegate as an advocate. The advocate shall present the candidate's background and qualifications to the RAB Assembly. The RAB N&A shall solicit from each RAB N&A nominee a list of potential advocates from among the Assembly membership. The RAB N&A Chair and RAB Assembly Chair, with the agreement of the nominee, shall identify the advocate for each nominee. The list of advocates shall be supplied to the Assembly with the list of nominees.

   e. Members may petition to be on the slate of candidates in accordance with Section 6.5.C of the RAB Operations Manual.

2. Appointed RAB Committee Chairs: The RAB Committee Chairs, unless chaired by a RAB Vice Chair or otherwise filled.

   a. The RAB N&A slate of recommended candidates may include candidates recommended for more than one position as well as candidates if losing for a RAB Assembly elected position. In addition, other candidates may be considered with review and report by RAB N&A for eligibility.

   b. Unless otherwise specified in IEEE Bylaws or this Operations Manual, the RAB electees (7.3.C.1) shall make these appointments.

3. Appointed members of RAB Committees: Those members of RAB Committees other than the respective Chairs, unless otherwise specified.

   a. The RAB N&A slate of recommended candidates may include candidates recommended for more than one position as well as candidates if losing for a RAB Assembly elected position or not selected for a RAB Committee Chair position. In addition, other candidates may be considered.

   b. Unless otherwise specified in IEEE Bylaws or this Operations Manual, the RAB electees (7.3.C.1) shall make these appointments.

D. The RAB Chair, RAB Treasurer and RAB Vice Chairs shall receive recommendations of qualified candidates from the RAB N&A Committee regarding the appointed positions on RAB Committees. The newly elected RAB members shall make their selections for the Committee Chairs and members known to the RAB Secretary.

E. The RAB Secretary shall compile the RAB Roster and distribute accordingly.

7.3 REGIONAL DELEGATE-ELECT/DIRECTOR ELECT NOMINATIONS

A. Each Region, in accordance with its Region bylaws, shall have a Region Nominations and Appointments Committee Each Region Nominating Committee shall furnish to the IEEE Board of Directors by 15 March of the Region election year a slate of Region Committee approved candidates for the office of Region Delegate-Elect/Director-Elect. At the same time a copy of the slate shall be submitted to the RAB Nominations and Appointments Committee for information. The slate shall include not fewer than two nor more than three candidates recommended for that office. The Region Nominating Committee shall also solicit annually from the Sections within the Region a list of potential candidates to be considered by RAB N&A Committee for service on RAB Committees. (I-308).

B. The Region N&A Committee shall have amongst its duties that of selecting suitable candidates from throughout the Region for nomination for the position of Regional Delegate/Director-Elect.

C. In accordance with Region bylaws, the Region shall select the nominees to be placed on the IEEE ballot for Regional Delegate/Director-Elect.

D. Candidates must be an IEEE member of Senior Member or Fellow grade.

E. If applicable, the slate shall also include candidates for those Region Vice Chair positions that could lead to the nomination of a single candidate for Regional Delegate/Director-Elect. (Reference I-308.5)

F. If a slate of one candidate for Regional Delegate/Director-Elect is proposed to the IEEE Board of Directors, it shall be accompanied by a statement explaining the circumstances leading to a slate of one candidate.

7.4 Vacancies

For any circumstance under the purview of RAB that have not been foreseen in the RAB Operations Manual, the RAB Assembly shall resolve any personnel unavailability, which may consist of absence (temporary), incapacitation (known condition of limited duration) or vacancy (permanent)

1. Vice President-Regional Activities. Should a vacancy occur in the office of the Vice President, Regional Activities, the IEEE Assembly shall fill the vacancy. The individual assuming the office of the Vice President shall serve the remainder of the term and complete the term of Past Vice President.

2. RAB Chair. In the event of the incapacity of the Chair, the most recent Past Chair available shall serve as Acting Chair until such time as the IEEE Assembly elects a successor.

3. Past RAB Chair. The next most recent Past RAB Chair available to serve shall fill a vacancy occurring in the office of Past RAB Chair.

4. RAB Vice Chairs/RAB Treasurer. Should a vacancy occur in any Assembly elected position, the Assembly shall fill the vacancy. The individual assuming one of these offices shall serve the remainder of the term and complete the term of that office.

5. Region Directors. A vacancy shall occur in the office of Region Director at such time as the incumbent ceases to reside in the Region that elected that Director. If a vacancy occurs for any reason, it shall be filled in accordance with Bylaw I-301.10.

6. RAB Committee Chair/Member. A vacancy shall occur in the office of a RAB Committee Chair/Member at such time as the incumbent resigns or they can no longer perform the duties as specified in the RAB Operations Manual. If it is not specified in the Committee charter and the individual is not elected by the RAB Assembly, upon recommendations by the RAB Nominations and Appointments Committee the appropriate RAB Vice Chair shall appoint the successor.

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