

IEEE Region 8 Nominations and Appointments Committee Operations Manual

Approved by the R8 Committee, XX October 2022

1. Charter

The Region 8 Nominations and Appointments (N&A) Committee shall identify qualified candidates for elected and appointed positions of Region 8 Committee and its Committees including candidates for the Director-Elect slate.

2. Composition

The composition of the Committee is prescribed in the R8 Operations Manual.

3. Reporting

Reports to the Region 8 Committee through the Past Director.

At every R8 Committee meeting, the report should include:
open and future calls for nominations
information about past calls, when confidentiality allows

4. Meetings

The Committee shall meet in person at least once per year to select slates for elections, and in teleconference as necessary for any other business.

5. Activities

In odd-numbered years, the Committee shall issue a call for nominations for candidates to the position of Director-Elect. Then it shall review the nominations and submit to the R8 Committee a proposed slate of candidates for their approval, in accordance with the procedure outlined in the R8 Operations Manual and the IEEE Bylaws and policies.

In even-numbered years, the Committee shall issue a call for nominations for open OpCom positions and N&A Committee member positions. Then it shall review the nominations and submit to the R8 Committee a slate for election in accordance with the procedure outlined in the R8 Operations Manual.

In both cases, the Committee should actively encourage nominations from suitable candidates to be submitted.

Qualifications, requirements and duties for the position of Director-Elect (and consequently of Director) are defined in the MGA Operations Manual. Qualifications, requirements and duties for the positions of Region Secretary, Treasurer and Vice Chair are defined in the R8 Operations Manual.

6. Elections procedures

The Chair of the N&A Committee shall preside over elections held at R8 Committee meetings. He/she will manage the presentations from candidates, questions and answers, and all other aspects, providing the same opportunities to all candidates and following IEEE policies on elections.

The Chair of the N&A Committee will also manage the sessions with candidates to Region Director-Elect, when appropriate.

In elections by the R8 Committee with one position to fill, each voting member can vote for one candidate only. The candidate receiving most votes will be elected.

In elections with more than one position to fill, approval plurality voting (vote for all whom you approve of) shall be used for any vote with three or more candidates. Selection plurality voting (vote for one only) shall be used for any vote with less than three candidates.

7. Contact

The N&A Committee can be contacted via the email alias nominations.and.appointments.sc@ieeer8.org