



DUTIES AND RESPONSIBILITIES OF COMMITTEE ON NOMINATIONS

Membership: Sigma Xi's Committee on Nominations is composed of the three most recent Past Presidents, who are not on the Board of Directors, and one elected representative from each of the Society's six constituency groups and six geographic regions. No Director shall serve on this Committee.

Members the Committee are elected to serve three-year rotating terms by their respective region or constituency group. Elected members of the Committee may serve only one three-year term, but may be nominated again for a term commencing at least three years after termination of the previous term.

The Chair of the Committee serves one-year and is initially selected by the Committee from among its membership, but shall not be drawn from retired presidents. A Deputy Chair is nominated and voted on by the current year's Committee members and after serving a one-year term, will act as Chair of the Committee the following year.

Duties and Responsibilities: The Committee on Nominations conducts its business each January to June in which it must select at least two nominees for President-elect of the Society to be placed before the next Assembly of Delegates in November, and every four years at least two nominees for Treasurer to be placed before the Assembly of Delegates for election.

Upon completion of the candidate selection process, the Chair of the Committee will prepare a final report which will be submitted to the Executive Office for notification to the Society's Board of Directors and general membership, at which time the Committee's work for that year will be concluded.

The Committee's business is conducted by telephone conference call and by electronic ballots. When two individuals agree to be nominees for President-elect or Treasurer, the Committee's work is concluded.

Time Commitment: The term of this Committee shall commence upon the adjournment of the Assembly of Delegates and terminate upon the adjournment of the succeeding Assembly of Delegates.

Time commitments vary based on the efficiency of the committee. All work is done via email and teleconferences. There are no in-person meetings of the Committee.