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Association of Clinical Research Professionals

BRD-06-02.06 Board and Board Members

Policy on Recusal from the Trustee Nomination Process

PREFACE

The ACRP Nominating Committee is charged with leading the recruitment process for qualified candidates who address the current needs of the Association Board of Trustees (ABoT). Members of the Nominating Committee are selected through an open-nominations process, with committee appointments chosen by the ABoT Chair-Elect and approved by the ABoT.

PURPOSE

The Recusal from the Trustee Nomination Process Policy identifies when a Nominating Committee member should recuse him/herself from the Trustee nomination process.

SCOPE

This policy is applicable to ACRP and the authority delegated by the Board to the Nominating Committee for the election of Trustees.

POLICY

Any member of the Nominating Committee who has a conflict of interest due to applying for a first-term position on the ABoT must recuse him/herself from all committee activity; he/she will no longer be eligible to serve as a member of the Nominating Committee.

When a member of the Nominating Committee has a conflict of interest due to applying for re-election for an additional term on the ABoT, the individual must recuse him/herself from committee activity related to his/her nomination only.

When a member of the Nominating Committee thinks they may have a conflict of interest with any candidate applying for a position on the ABoT, the member must communicate this to the committee. By majority vote, if the member is deemed to have a conflict of interest, the member will be recused from committee activity related to that candidate's nomination.

If a Nominating Committee vacancy occurs, the ABoT may appoint a replacement.

MONITORING AND REVIEW SCHEDULE

Monitor as needed and review every three years by the Nominating Committee.

DATE REVIEWED & APPROVED BY COMMITTEE

December 14, 2018

DATE REVIEWED & APPROVED BY ACRP BOARD OF TRUSTEES

September 25, 2015