

# 2015 Procedure for Adding Members to the Steering Group

At its meeting of June 2, 2015, the Leadership group approved a proposal to add five members to the Steering Group in time for the conference. As per the VIVO charter, three members will be nominated and elected by the leadership group and two members will be nominated and elected by the community.

Each member elected by these procedures will be elected to a three year term.

## Three Members to be Elected by the Leadership Group

### Nomination

Individuals at Silver, Gold and Platinum sponsoring institutions can be nominated by a member of the leadership group. At least three people must be nominated to serve on the steering group. If less than three nominations are received, nominations will remain open.

Nominations must be received by midnight, July 15, eastern U.S. time.

### Election

Three new members of the steering group will be elected from the nominations made by the leadership group. Each member of the leadership group will receive one ballot and can vote for up to three new members of the steering group. The three top vote getters will be elected. Tied candidates will face a run-off.

The election will be held by email the week of July 20.

## Two Members to be Elected at Large

### Nomination

Anyone, including those not at a VIVO member institution, can be nominated by anyone at any VIVO member institution.

At least two nominations must be received. If less than two nominations are received, nominations will remain open.

Nominations must be received by midnight, July 15, eastern U.S. time.

### Election

Two new members of the Steering Group will be elected from among those nominated by VIVO community members at VIVO member institutions. The community liaison at each member institution will receive a non-transferable ballot and will cast one vote per member institution. See membership list. The top two vote getters will be elected to the Steering Group. In the case of ties, there will be a run-off among the tied candidates.

The election will be held the week of July 27.