



# American Academy of Periodontology Election FAQs Election Oversight Committee

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## **Which positions are voted on in the AAP election?**

- The Academy holds an annual election for both National and District level positions, including:
  - National: AAP Secretary/Treasurer; American Board of Periodontology (ABP) Director(s)
  - District: AAP Board of Trustees; AAP Officer Nominating Committee; and the Nominating Committee for the ABP
- Note: District positions on the ballot may vary year to year, due to positions having staggered terms. It is not uncommon for a District to have no vacancies in a year. National level positions will have vacancies every year.

## **When does the AAP campaign period run?**

- The AAP Election campaign period runs from January 1 until June 30.

## **How is the AAP campaign managed?**

- The Election Oversight Committee (EOC) is the regulatory body which ensures all candidates remain within the Academy's election guidelines. The EOC consists of Senior District Trustees. Any Trustees currently running for elected office are ineligible to serve on the EOC. An alternate Trustee from a district will be selected to serve on the EOC in the years that the senior district Trustee is a candidate for a position in the Academy. If the district has no candidate eligible, another district Trustee to represent that district will be appointed by the President, subject to BOT, or if time sensitive, Executive Committee approval.
- Administrative support for both the campaign period as well as the election comes from the AAP Central Office
  - Executive Director: Erin O'Donnell Dotzler – [erin@perio.org](mailto:erin@perio.org); (312) 573-3247
  - Governance Director: Eileen Loranger – [eileen@perio.org](mailto:eileen@perio.org); (312) 573-3253
  - Governance Manager: Jodi Sassana – [jodi@perio.org](mailto:jodi@perio.org); (312) 573-3265

## **What constitutes as a mass communication? Are any mass communications permitted throughout the campaign period?**

- A mass communication is defined as a communication that is sent simultaneously or nearly simultaneously to five or more members of the Academy.

- All candidates are permitted to send up to three electronic communications to their constituents throughout the campaign period (one each in the months of April, May and June).
- These messages are reviewed and vetted by the EOC to ensure they adhere to the Academy's rules and regulations. Any additional mass communications, sent by or campaigning on behalf of the candidate, violate Academy policy.
- If members are not interested in receiving any campaign related communications, they can opt out on the website or click 'unsubscribe' at the bottom of any campaign related messages.

### **What is the protocol when a member receives a non-EOC approved mass communication?**

- If a member receives a mass communication outside of the permitted campaign messages, they are directed to notify the AAP Executive Director, who will share the incident with the AAP Governance Department and in turn, the EOC for review.
- As a member of the EOC, if you receive a non-approved mass communication, please bring forward to the Director of Governance as well as the Chair of the EOC for escalation.
- The only mass communications that are permitted throughout the campaign period are the three messages from the candidates themselves. These messages will be routed from a perio.org email domain.

### **Where can additional information on candidates be found?**

- In addition to the three communications, candidates will each be featured in a Bio booklet that is sent with all member ballots. The Bio book includes each candidate's education, professional history and candidate statement.
- Candidate CVs will be made available on the website as available.
- AAP Officer candidates will also have features published both in-print and online in the first quarter issue of *Periospectives*.

### **When is the AAP election held?**

- The AAP Election takes place from June 1 – June 30.

### **How does the voting process work?**

- The independent election vendor, Survey Ballot Systems, manages the administration of the election process, including the distribution, collection and tallying of the votes.
- All Active and Life Active members will receive a ballot no later than May 31 in the mail. Along with a physical paper ballot, the package will also include a candidate bio booklet including additional information on candidates' educational and professional backgrounds and qualifications.
- Members have the option of casting their vote either online or by returning the paper ballot to Survey Ballot Systems by June 30.
- To vote online, members simply use the unique electronic passcode included on their mailed paper ballot along with their member ID number to cast their votes.

**When will the election results be announced?**

- Election results will be reported no later than July 15 via an email communication from the Academy, as well as posted on the website and published in the third quarter issue of *Perispectives*.

**What are the primary responsibilities of serving on the EOC?**

- The primary responsibilities of the EOC are to review and approve all candidate statements to ensure they fall within Academy policy. This includes the March, April, and May mass communications & Bio booklet statements that accompany the ballot.
- Additional duties are to review instances of potential violations and to investigate any complaints brought forward.

**Are EOC members permitted to campaign on anyone's behalf?**

- *Per Academy policy, members of the EOC may not campaign for or against any specific candidate, may not express any opinion on any candidate, and if not in connection with his/her duties in connection with his or her service on the EOC, may not privately advise any candidate.*

**What do I do when a candidate contacts me?**

- If a candidate contacts a member of the EOC seeking advice, inform the candidates that you are exempt from sharing any opinion or advice and refer him/her to another Trustee.

**What is the process of reviewing mass communications?**

- Candidates are instructed to submit their statements to the AAP central office by a set deadline. The AAP governance department will collect all statements and necessary paperwork and compile the materials in advance for the EOC to review.
- Once election content is received from a candidate, the EOC will have seven business days to pass or refuse the information.
- The Academy governance department will make all materials available in Diligent, accessible only to members of the EOC. The EOC will then review the statements and provide their feedback on conference calls and email as necessary.

**What if a statement is not approved by the EOC?**

- No statement may be placed on a candidate page on the AAP website, and no mass communication may be sent to Academy members, unless the statement or communication has been approved by the EOC.
- During this approval process the EOC may work with the candidate to point out any potential violations in the campaign materials. The EOC may give the candidate an opportunity to explain their point of view and also allow for corrections prior to the materials being transmitted to the voting membership.
- Any proposed statement or communication not disapproved or modified by the EOC within seven (7) days of its submission deadline shall be deemed approved.
- Once approved, a statement or mass communication may not be altered except to correct typographical errors.

- If a communication is not approved, the candidate shall be allowed to submit for approval a modified communication within five (5) days of the date he or she received notice that the preceding communication was not approved.

**What happens if/when the EOC discovers a violation?**

- If the EOC determines that a violation (a) has occurred in contravention of a previous directive not to engage in the violative conduct or similar conduct, (b) was willful and deliberate, or (c) was egregious, the EOC may refer the matter to the BOT.
- If the BOT receives a referral, it will consider whether to censure, suspend, or expel the member in accordance with Chapter XII of the bylaws. In such situations, the normal procedures for member discipline shall apply.
- In no event may the BOT, the EOC, or any other body within the Academy overturn the results of an election or strike a duly nominated candidate from the ballot based on a finding of a violation of this Policy.