

FLC Policy: Committee Chair Elections



Approved by the FLC Executive Board on April 6, 2022. This FLC policy was amended by the FLC Executive Board on October 19, 2023.

1. COMMITTEE CHAIRS

Committee Chairs representing the three pillars: Promote, Educate, and Facilitate are members of the Executive Board (EB) of the Federal Laboratory Consortium for Technology Transfer (FLC).

- a. Consortium Participants are eligible to be Committee Chairs.
- b. Committee Chairs are voting members of the Executive Board.

2. ELECTION BY EB

- a. As defined in the FLC bylaws (Article IX, Section 3.a.), “the Executive Board shall elect the Chairs for the Promote Committee, Educate Committee, and Facilitate Committee for a renewable two-year term.”
- b. As a nomination and election process, the Nominating Committee Chair used for the national and regional elections will oversee the process.
- c. If the Nominating Committee Chair is a candidate for a Committee Chair position, the FLC Chair will appoint a separate Nominating Committee Chair for the Committee Chair election.

3. PROCESS AND TIMELINE TO ELECT COMMITTEE CHAIRS

- a. To meet the intent of the Bylaws, a three-step process will occur:
 - i. The Nominating Committee Chair will confirm interest of the current Committee Chairs in extending their term.
 - ii. If at least one Committee Chair confirms that they will not serve an additional two-year term, a full election will be held for all three Committee Chair positions with a final vote at the summer EB meeting.
 - iii. If all three Committee Chairs confirm that they want to extend their term for an additional two years, the EB will vote to renew the current Committee Chairs for another two-year term at the Spring EB meeting.
 1. If the majority of the EB voting members choose to confirm all three current Committee Chairs, then the chairs will start their new two-year term on October 1.
 2. If the majority of the EB voting members choose NOT to confirm all three current Committee Chairs, then:
 - a. an open call for nominations for candidates for all three Committee Chair positions will occur; and,
 - b. a formal election will happen at the summer EB meeting.
- b. The two-year term for the Committee Chairs will commence on October 1 of the same year as the renewal or election by the EB.

4. MID-TERM VACANCY OF A COMMITTEE CHAIR

- a. As stated in the Bylaws (Article VI, Section 4.e.), the Executive Board shall fill vacancies of any Committee Chair with eligible Consortium Participants. Such appointments are to be made no later than sixty (60) days from the occurrence of the vacancy.
- b. To support leadership succession planning and development, a Committee Chair will first ask each of that Committee's subcommittee chairs if they are interested in moving into the Committee Chair role. If more than one subcommittee chair is interested in the Committee Chair position, an election will be held by the Executive Board to determine which individual will serve the remainder of the Committee Chair's term. If the Committee does not have Subcommittees or the Subcommittee Chairs are not interested, committee members will be asked. If no committee member is interested in the position, the Nominating Committee will seek candidates for the Committee Chair role.
- c. The appointee will complete the remainder of the two-year term of the previous Committee Chair.

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