

DAB election Bylaws edited

Rationale: At the last DAB meeting, the leadership team discussed adding 'elect' positions for Chair and Secretary to improve knowledge transfer. We ultimately decided that only the Secretary position would benefit from an elect role, as the Secretary handles numerous responsibilities that require time to learn, while this is less critical for Chair position. For the Secretary position, we think that having a year of overlap could also help with the workload. We chose not to create a Chair-Elect position because it would either extend the total commitment to 4 years (potentially discouraging candidates) or reduce the Chair's effective term to just 2 years (limiting their ability to implement changes). For the Program Officer, we also decided that requiring structured transition meetings between outgoing and incoming officers would improve knowledge transfer. All officers will now document their duties before recruiting replacements. These targeted changes are reflected in the bylaw edits below. Text to be removed has a ~~strike through~~, while added text is underlined.

1. Officers. The officers of the Division shall be a Chair, ~~Chair-Elect~~, Secretary, Secretary-Elect, and Program Officer. ~~These four offices and shall comprise a constitute the~~ Divisional Executive Committee ~~and shall be responsible for the affairs of the Division~~. The term of office for the Chair; ~~Secretary~~; and Program Officer shall be three years ~~and the Secretary shall be two years~~. The term of office for the Secretary-Elect shall be one year after which the Secretary-Elect shall automatically assume the position of Secretary. Incoming Program Officers will hold at least two Zoom meetings with the outgoing Program Officer (one after abstracts are submitted and the other after the programming meeting to learn the duties and relay changes). All officers need to update the expected duties for their appropriate position prior to recruiting their replacement. The term of office for Chair-Elect shall be for one year, after which the Chair-Elect shall automatically assume the position of Chair. The Chair shall not be eligible to serve consecutive terms. The Secretary and Program Officer shall be eligible for re-election. ~~Elections for Chair-Elect, Program Officer, and Secretary shall occur individually and in consecutive years~~. In the circumstance where an elected officer is unable to complete their term of office, the following provisions are made: If the office of Secretary, Program Officer, or Secretary ~~Chair~~-Elect is vacated early, the Chair, in consultation with the Divisional Executive Committee, will appoint someone to serve until elections can be held to fill the position. If the office of Divisional Chair is vacant, the Divisional Executive Committee will appoint someone to be the interim Chair until an election is held.

Section 2. Elections. Elections for the Secretary-Elect will be held such that their term of office begins 1 year prior to the end of the term of office for the Secretary. Elections for the Chair and Program officer will be held in the last year of their term of office. Elections ~~of the officers~~ shall be held by appropriately secure electronic ballots. The names of candidates for offices shall be published in advance of the election, and a brief biography of each candidate shall be made available on the ballot. The term of office of all elected officers and appointed representatives shall begin four weeks after the second SICB Executive Committee meeting at the Annual Meeting in the year the term is to begin and will end four weeks after the second SICB Executive Committee meeting at the Annual Meeting in the year the term is to expire. The Secretary shall notify the candidates for office of the results. In the event that a vote results in a tie, the members of the Divisional Executive Committee shall vote to

resolve the tie. In the event of a tie vote by the officers of the division, the division chair shall cast the deciding votes.