

## **ASSOCIATION OF INDIAN PHYSICIANS OF NORTHERN OHIO NOMINATION CRITERIA AND CODE OF CONDUCT**

The Nominations and Election Committee shall evaluate each nomination using specific merit-based criteria for the positions of President-Elect, Secretary, Treasurer, Member-at-Large, and Trustees. The Nominations and Election Committee reserves the right to reject any nomination if the nominee does not achieve a satisfactory score based on these merit-based criteria. Nominees who are in violation of the Code of Conduct shall not be eligible for any Elected Position (defined below). The criteria (and corresponding scores) are as follows:

### **President-Elect:**

- Service to AIPNO as Secretary, Treasurer, or member of the Board of Trustees (3)
- Leadership role in an academic organization (3)
- Leadership role in a private clinical organization (3)
- Leadership in a non-profit public service organization (1)
- Track record of publications, regional/national/international awards, grants, and lectureships (1)
- Track record of fundraising for non-profit organizations and academic institutions (2)
- Track record of successfully organizing continuing medical education events and conferences (2)

### **Treasurer, Secretary, Member-at-Large, or Trustees:**

- Service to AIPNO as Member-at-Large (3)
- Leadership in a non-profit public service organization (2)
- Advisory committee or selection committee membership in academic institutions (2)
- Service as Member-at-Large (or Executive Committee) of other non-profit organizations (2)
- Track record of publications, regional/national/international awards, grants, and lectureships (1)
- Track record of fundraising for non-profit organizations and academic institutions (2)
- Track record of service as Member-at-Large (or Executive Committee) of other non-profit organizations (2)

## CODE OF CONDUCT

### PURPOSE

The Association of Indian Physicians of Northern Ohio (AIPNO), as a 501(c)(3) non-profit organization, upholds the highest standards of integrity, inclusivity, and ethical governance. This Code of Conduct establishes eligibility criteria for individuals nominated for or holding official positions within AIPNO to maintain its non-partisan, non-religious, and moral standing. This Code of Conduct applies to all Trustees, Officers, Executive Committee members, Members-at-Large, and any nominees for the foregoing positions (collectively, “**Elected Positions**”).

### POLICY

Persons in Elected Positions must demonstrate a commitment to AIPNO’s mission of promoting medical education, community service, and healthcare outreach, without any religious, political, or personal bias. They must actively participate in AIPNO initiatives and uphold transparency, accountability, and ethical governance, and comply with AIPNO’s Conflict of Interest Policy, requiring those in Elected Positions to disclose any potential conflicts of interest, including financial ties, affiliations with organizations that may influence AIPNO’s decision-making, or any other matter that may compromise their ability to serve impartially. Any conflict of interest must be reviewed and addressed by the AIPNO Board of Trustees.

To ensure that individuals holding Elected Positions or nominees meet AIPNO’s standards for ethics, professional, and commitment to the organization, the Nomination and Elections Committee and Board of Trustees reserve the right to remove or reject individuals nominated for or holding Elected Positions if they:

- A. Have been charged with or convicted of a felony or misdemeanor in the prior 10 years including, without limitation, financial crimes and crimes of deceit such as fraud, theft, embezzlement, false or misleading statements, forgery, tax evasion, and any other crimes or misdemeanors. Nominees for Elected Positions must disclose such prior charges or convictions and AIPNO reserves the right to conduct a criminal background check for individuals holding or nominated for an Elected Position.
- B. Have been subject to disciplinary action by the State Medical Board of Ohio, or similar medical or ethics board for violations of law, rules and codes of ethics standards, including without limitation, sexual misconduct, impairment, practice below the minimal standards of care, or improper prescribing of controlled substances. Nominees for Elected Positions must disclose any prior disciplinary action.
- C. Have failed to disclose conflicts of interest they may have with vendors, services providers, or other organizations that have business with AIPNO.
- D. Have breached their fiduciary duties owed to AIPNO including, without limitation: a) misallocating AIPNO funds for personal benefit or other improper use; or b) failing to adhere to AIPNO’s Code of Regulations and its internal policies and procedures.

- E. Have improperly disclosed AIPNO's confidential information to unauthorized persons or other third parties.
- F. Have made false statements, misrepresentations, or withheld or manipulated information about AIPNO's business and operations of the Board of Trustees, Executive Committee, or any other AIPNO committee.
- G. Have made false statements, misrepresentations, or withheld or manipulated information to the AIPNO's Board of Trustees, Executive Committee, AIPNO officers, or any other AIPNO committee.
- H. Have used the organization's name or resources for personal gain, political endorsements or campaigns, prohibited lobbying or electioneering in violation of rules for 501(C)(3) organizations.
- I. Have failed to act on or investigate credible allegations of misconduct, financial irregularities, or abuse within AIPNO's organization.
- J. Engaged in an activity, whether in their capacity as member of the Corporation, at a Corporation event, outside their capacity as a Corporation member, or at an event not affiliated with the Corporation, that, in the Board of Trustees' or Nominating and Election Committees' discretion, could potentially harm the reputation or 501(c)(3) status of AIPNO, including without limitation, bullying, harassment, making false statements to donors or the public, discriminatory behavior, and political or religious propaganda, etc. This policy is designed to maintain AIPNO's status as a secular and inclusive entity committed to its mission.

Any person in an Elected Position will be removed upon a determination by the Board of Trustees that the individual has violated this Code of Conduct. AIPNO reserves the right to review and disqualify nominees for Elected Positions if the Board of Trustees or Nominating and Elections Committee determines they have violated this Code of Conduct. Any concerns or reports regarding violations shall be directed to the AIPNO Nominating and Elections Committee for investigation and resolution. Any person removed or barred from an Elected Position shall have the right to appeal such determination to the Board of Trustees to present evidence that it has complied with this Code of Conduct. The Board of Trustees' determinations on appeal shall be final.

This Code of Conduct is subject to periodic review and amendments to align legal, ethical, and organizational standards. The AIPNO Nominating and Election Committee is authorized to enforce the foregoing Nominating Criteria and Code of Conduct. The Board of Trustees shall oversee such enforcement and may make amendments to this Nomination Criteria and Code of Conduct as it deems appropriate.