



Policies and Procedures for Electing the SIPS Steering Committee Members

1. SIPS will be governed by a Steering Committee comprised of eight members. According to the SIPS constitution, the SIPS Steering Committee Members serve for a 4-year term. Members can serve up to two consecutive 4-year terms (i.e., 4 consecutive years). After at least one term out of office, an SC member will be eligible to serve as an Steering Committee Member once again.
2. Steering Committee elections will occur every two years, with four members being elected in each election cycle.
3. When the 4-year term of the members is up, the current president will issue a call for nominations or re-election among the SIPS members. This will be done by email. In addition to nominating someone else, a SIPS member may also self-nominate. The call for nominations should be open for at least 2 weeks.
4. Nominated persons must submit a CV and a letter of interest to the current Steering Committee who will determine whether the potential nominee has sufficient interest and experience in placebo studies that he or should could serve as an effective committee member.
5. Candidates who are nominated by someone else will be contacted by the president to determine whether they would be willing to serve if elected.
6. After the 2-week nomination period has ended, the current president will announce the candidates for each position.
7. The current president will put together an electronic or paper ballot that ensures that the voting will be both secure and secret. Elections will occur by on-line balloting. Polling for the election will be open for a minimum of 14 days.
8. The current Steering Committee has an obligation to encourage and work actively to ensure that the set of nominees is diverse in terms of gender, race/ethnicity, and area of academic specialization.
9. Each member will be allowed to cast up to three votes in favor of their preferred candidates. The four candidates who receive the highest number of votes will be elected to the Steering Committee.
10. In the event of a tie, a second election will be conducted among the tied candidates, with each SIPS member now allowed to vote for only one candidate.

11. In the event of a casual vacancy on the Steering Committee (e.g., a member of the Committee resigns before his or her term has expired), the Steering Committee members will appoint a person from the SIPS membership who will serve on the Committee until the next scheduled election.