



TO: Members of the Tissue Engineering and Regenerative Medicine International Society (TERMIS) in good standing as of August 24, 2018
FROM: Rui Reis, TERMIS President and David Smith, TERMIS Secretary
RE: INFORMATION AND INSTRUCTIONS FOR 2018 ELECTION
DATE: Thursday, November 15, 2018

Below are the instructions necessary for the 2018 election of the Tissue Engineering and Regenerative Medicine International Society (TERMIS). The slate of nominees selected by the Nominating Committee and approved by the Governing Board for the open positions within TERMIS and its Continental Chapters – Americas (AM), Asia-Pacific (AP), and Europe (EU) as well as the open positions within SYIS – are now available for you to view on the TERMIS election website.

The Final Election Date (the deadline by which you must have voted for your vote to be counted in this election) has been set for Saturday, December 15, 2018; all voting must be completed by this date through the online voting system on the [TERMIS website](#). Online voting will begin on Friday, November 30, 2018.

The current slate of nominees for the 2018 TERMIS Election, as well as the updated profiles for each of the nominated candidates who have provided biographical information, can be viewed on TERMIS' annual election page. All candidates are listed in alphabetical order by the office for which they have been nominated.

Open Positions you will be voting for:

All TERMIS Members: All members should vote for one (1) open position the President-Elect, one (1) open position for the Member-at-Large: Globally and for one (1) open position for the Editorial Committee.

Americas (AM) Chapter Members: Those members residing within the Americas (AM) region should vote for four (4) open positions on the Council, one (1) open position for the Awards Committee, three (3) open positions on the Membership Committee and two (2) open positions on the Nominating Committee.

Asia-Pacific (AP) Chapter Members: Those members residing within the Asia-Pacific (AP) region should vote for five (5) open positions on the Council.

European (EU) Chapter Members: Members residing within the European (EU) region should vote for one (1) open position for the Chair-Elect, five (5) open positions on the Council, and one (1) open position for the Member-at-Large: EU.

SYIS-AM Members: Students and young investigators within the Americas Chapter (SYIS-AM), please vote for one (1) open position for the Communications Officer.

SYIS-EU Members: Students and young investigators within the European Chapter (SYIS-EU), please vote for one (1) open position for Chair-Elect and for one (1) open position for Treasurer.

Call for Additional Nominations:

Additional nominations may be made by petition to the TERMIS President, Rui Reis, and signed by at least twenty (20) current Members and received or postmarked no later than fifteen (15) days following publication of the nominee list approved by the Governing Board, i.e. on or before Friday, November 30, 2018. The additional nominations should list the names of the proposed Candidates and the offices for which it is proposed they be nominated and must provide sufficient biographical information regarding each Candidate to enable the Members to evaluate the Candidate's qualifications for election. To be valid, such a nomination petition for an open TERMIS position must be signed by at least twenty (20) current Members, of whom at least five (5) Members must be residents of a different Continental Chapter; in the case of a nomination for an office of a Continental Chapter, at least five (5) of the Members signing the petition must be residents of a different state within that Continental Chapter.

All petitions must be sent to:

Sarah Wilburn
TERMIS Executive Administrator
2227 Promontory Circle
San Ramon, CA 94583 USA

Voting Procedures (Online Voting November 30 – December 15):

Please note: All voting will be conducted through the online voting system accessible through the TERMIS election page. The Final Election Date has been set for Saturday, December 15, 2018; all voting must be completed by this date through the online voting system or by paper ballot as set forth below. **Online voting will begin on Friday, November 30, 2018.**

Please note: The voting system will automatically direct you to the candidates for the open positions of your Designated Chapter (Americas, Asia-Pacific, and Europe) and SYIS.

Instructions for Online Voting:

1. Login to the TERMIS website by entering the email address and password that you provided upon applying for membership (this will confirm that you are a registered member and will enable you to cast your vote). All members were sent an email earlier in the year with their username and temporary password. If you have not yet logged in and need your temporary password, please contact swilburn@termis.org;

2. You will automatically be directed to the online voting page for you to vote for the open positions within TERMIS global and your designated Chapter. SYIS will also be automatically directed to vote for the open positions within their respective SYIS Chapter.

You are strongly encouraged to use the online voting system to be sure your vote is received by the Final Election Date.

Voting by Paper Ballot: If you do not wish to vote through the electronic means provided, you have the option to request a paper ballot. You should direct your request to the TERMIS Executive Administrator, Sarah Wilburn, at the contact information below. **All ballots returned by mail must be received by the TERMIS Executive Administrator on or before Saturday, December 15, 2018 or they will not be counted in this election.**

The procedure for casting your vote(s) by paper ballot is as follows:

1. The completed ballot list should be enclosed within a smaller envelope and sealed; no marks should be placed on this envelope;

2. Once sealed, the smaller envelope should be placed inside a larger envelope;

3. The larger envelope, with the smaller envelope inside, should be signed on the back by the member (please print your name if you think someone might have some trouble reading your handwriting) and mailed to:

Sarah Wilburn
TERMIS Executive Administrator
2227 Promontory Circle
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If you have any questions, please contact Sarah Wilburn via email swilburn@termis.org or by phone at +1 (925) 362-0998.