

**DATE:** November 22, 2024  
**FROM:** Election Committee  
**TO:** All eligible CAPA members  
**RE:** **2025 CAPA Election**

**Dear CAPA Members,**

The CAPA Election Committee is pleased to announce the opening of nominations for the 2025-2027 Board of Directors (BOD) and the 2025-2026 CAPA President positions according to the CAPA bylaws (enclosed on page 2). Four (4) BOD positions are available, along with the position of CAPA President.

**Nomination Process:**

We welcome all qualified candidates, whether self-nominated or nominated by others. To apply, candidates must submit:

- A brief biography (maximum 450 words)
- A recent portrait
- CAPA Qualification Validation Election Questionnaire (enclosed page 4)

Please send submissions to the Election Committee at [gao.john@mhsil.com](mailto:gao.john@mhsil.com) by **12:00 PM EST, December 15, 2024**. The final list of qualified candidates will be published on the CAPA website by **December 19, 2024**.

**Election Timeline:**

- **BOD Election:** Voting by CAPA members will take place from **12:00 PM EST, January 3, 2025 (Friday), to 12:00 PM EST, January 5, 2025 (Sunday)**. Election results will be announced within one week.
- **President Election:** The CAPA President will be elected by the current BOD, with results announced as soon as they are finalized.

In addition to these elections, the CAPA BOD is proposing an amendment (enclosed on page 3) to **Article VII of the CAPA Bylaws**. This amendment is designed to ensure a smooth transition of responsibilities from the current President to the incoming President. All members are encouraged to review the proposed amendment carefully and vote to approve or disapprove. If approved, the amended Article VII of the bylaws will take effect starting with the 2026 election.

We appreciate your active participation in the 2025 CAPA election. Your involvement is vital to the success of our organization's democratic process.

**Thank you,**  
CAPA Election Committee

## **The current Bylaws of CAPA Article VII:**

### SECTION 1. Election of BOD members by CAPA members

1. The candidate for a BOD member shall be a lifetime member or regular member for at least three consecutive years and who has been actively involved in CAPA activities. The candidates of the BOD shall register with Election Committee and the eligibility shall be reviewed by the Election Committee.
2. The BOD members shall be elected by majority votes of CAPA members.
3. The election results shall be announced by the Election Committee.
4. Members of the BOD may run for a second term or run for President, both with a minimum of one intervening year of not serving as a member of the BOD before the new term.

### SECTION 2. Election of President by the BOD

1. The candidate for President shall be a lifetime member or regular member for at least five consecutive years, who has been actively involved in CAPA activities, and who has served at least one full term of the BOD or EC member, Treasurer, or as chair of CAPA committee (co-chairs and subcommittee chairs excluded). Eligibility shall be reviewed by the Election Committee.
2. The candidate with a simple majority of votes shall be elected as the President by the BOD. If multiple candidates are present and no one attains a simple majority in the first round of voting, additional round(s) of voting on the top two candidates by the prior voting results shall be required until one candidate attains a simple majority of votes. If there are multi-way tie, a ranked voting can be used to break the tie so as to select out the top two candidates for additional round(s) of voting.
3. There shall be no anonymous vote and the voting records are open to the general members.
4. The results shall be announced by the BOD.
5. The President can run for the same position or a BOD position with a minimum of five intervening years between the terms.

## **Amendment 1 to Article VII of CAPA Bylaws: "President-Elect of CAPA"**

### **Purpose:**

Purpose: To adjust the timing of the election for the President-Elect of CAPA.

### **Election Timeline:**

The election of the President-Elect by the Board of Directors (BOD) shall occur concurrently with the election of BOD and/or the President when occurred by eligible members, as applicable.

### **President-Elect Responsibilities:**

The President-Elect shall serve as a regular member of the Executive Committee (EC) and perform all duties associated with that role. The President-Elect will work closely with the President, providing support and assistance in fulfilling the President's responsibilities, under the leadership of the President of CAPA.

### **Initial Election:**

After the amended Bylaws taken effect, the elections for both President and President-Elect positions shall occur simultaneously, and these roles shall be filled accordingly.

### **Subsequent Elections:**

In subsequent years, elections will be conducted solely to fill the President-Elect position.

## 2025 CAPA Qualification Validation Election Questionnaire (12/01/2023)

Candidate:

1. CAPA Membership status (life time, regular member)	NOTE
2. Involvements in CAPA activities/positions	
3. Current clinical practicing activity	
<input type="checkbox"/> Active	
<input type="checkbox"/> Retired <input type="checkbox"/> Inactive	
4. Currently practicing in North America	
<input type="checkbox"/> Yes	
<input type="checkbox"/> No	
5. Contractual/regular compensation for professional activities outside North America	
<input type="checkbox"/> Yes	
<input type="checkbox"/> No	
6. During your term to serve the position in CAPA, will you be a practicing and full-time pathologist in North America?	
<input type="checkbox"/> Yes	
<input type="checkbox"/> No	