



OHIO MUSIC EDUCATION ASSOCIATION AWARDS CONFLICT OF INTEREST GUIDELINES

Eligibility for OMEA Outstanding Awards or Distinguished Service Awards:

- Board of Trustees members are not eligible during their terms of service: President, President-Elect, Immediate Past-President, State Treasurer, State Secretary, and Editor of Triad.
- Self-nominations are not allowed; OMEA awards are peer-recognized awards, and therefore, self-nomination is not permitted.
- Nominees must be members of OMEA.

Relationship to Award Nominee:

- These guidelines are applicable to Board of Trustees members, nominators, and supporters.
- The following relationships need to be acknowledged and communicated but ***do not disqualify*** the individual from participating in the nomination and selection process:
 - Candidate's current principal, dean, department chair, or other administrator/supervisor.
 - Candidate's current or former colleague working at the same institution.
 - Candidate's current or former student teacher or student.
- The following offices and relationships ***disqualify*** individuals from making nominations:
 - Board of Trustees members cannot nominate or write letters of support for candidates during their terms of elected service.
 - Currently employed OMEA staff.
 - Family member, spouse, or partner.
 - Anyone with whom the nominee has a current business or financial relationship.
- Anyone with questions or ambiguous circumstances should seek the advice of the President-Elect, who will, where necessary, consult with the President and Executive Director on these guidelines and implementation.

Selection Process:

Board of Trustees members who are conflicted with the above-mentioned relationships or for other circumstances which present a conflict or perceived conflict should recuse themselves from participating in the deliberation and voting process for that particular award. All deliberations are confidential, including the number of nominations received, conflicts of interest, and other sensitive information.