



Expulsion Procedure

1. Reasons for removing a member

- Violation of AIA Code of Conduct
- Violation of AIA Code of Ethics
- No less than three (3) documented minor infractions (Three warning letters sent - Membership is suspended pending tribunal) (List other actionable infractions, i.e. reported social media posts against AIA Safety Policy, Sharing confidential documents, etc.)

Power of Organization to Suspend or Expel Members

As a member association, AIA has the power to initiate disciplinary measures like suspension or expulsion of its members. AIA may expel a member for serious misconduct or dishonesty. An action that critically disrupts the organization's goals and purposes amounts to dishonesty.

The remainder of the member's dues will be forfeited.

2. Expulsion guidelines

Before expulsion, a member must be served the following:

- a notice of intention to proceed.
- a recital of the charges or accusations; and
- a fair, impartial hearing at which the member may respond to charges.

Hearing [Judicial Tribunal]

Member is entitled to due process.

Due process of law means:

- absence of bad faith.
- compliance with the constitution and by-laws of the association; and
- compliance with the principles of natural justice.

Disciplinary Proceedings

- The complainant (if a board member), may not sit on the tribunal. The tribunal shall be comprised of 3 board members and 3 members not currently sitting on the board. 2/3 vote carries the motion.
- The proceedings are presided over by a Board Member on the Executive Committee
- Charges to be read
- Facts given in evidence (how charges are against the Code of Conduct/Code of Ethics)
- Opportunity for member to respond to charges
- Vote on expulsion
- Formal letter sent to Member RE: Expulsion
 - Those expelled may reapply after a term of two (2) years or other term and conditions as set by the Board of Directors.

Documentation to be maintained

Minutes of the tribunal taken by the Secretary and sent to office for archives.