

Sections: Annual Nomination and Election Process

From S 2.00 Section Maintenance:

4.6 Election of Officers

- 4.6.1 The section chair, with the approval of the Leadership Committee, will appoint the members of the section nominating committee. This committee will call for nominations from the general section membership at least 30 days in advance of the presentation of their nominees. The nominating committee will nominate, at a minimum, one eligible candidate for each elected position. Nominations from the general section membership will require the submission of a nomination petition to the section secretary prior to the date published. The minimum number of required petition signatures from Full Members varies based on section size, and is the lower of at least four percent of Regular section members (based on the previous year's June section membership) or 10 members.
- 4.6.2 If there is not more than one nominee for an elected position, the nominee will be declared elected by acclamation at the next regular meeting of this section. Any contested positions will be resolved through an election. Such election will be conducted in the manner deemed appropriate by the Leadership Committee (i.e., by regular mail, electronic mail, by ballot at a section meeting, etc.). The nominee with a plurality of the votes of the members will be declared elected. Elections must be held no later than a date that is certain to meet the requirements specified in the Society Policies.

The process applies to elected officers only. The section is required to elect a Chair, Secretary and Treasurer. A Chair-elect and/or Vice Chair are elected positions, if section policy includes them. Section committee chairs are appointed by the Chair.

All section terms are January 1 – December 31 annually.

Date	Description
Nov 1	Appoint Nominating Committee Chair
Jan	Calls made or invitation letters sent to potential committee members.
Feb-Jul	Nominating Committee reviews process and prepares nomination cycle.
Aug-Sep	Nominating Committee nominates at least one eligible candidate per office. 30 days before the Nominating Committee slate is presented, a call for nominations is published to the general membership with instructions for adding their nomination by petition (see template).
Sep-Oct	If there is one candidate for any position, they can be declared elected at the next meeting. If multiple candidates are nominated or petitions received for any position, an election is required. (see detail above) * Allow enough time for election to meet the submission deadline.
Nov 1	Submit elected officers and appointed committee chair to ASQ