

# Policy: Board of Trustees and President Elections

## Policy Statement

The Board of Trustees shall appoint the immediate past president to chair the Election Committee. If the immediate past president is unavailable another past president will be selected.

## ACUI Election General Policies and Procedures

### Section 1. Qualifications.

All Board of Trustees members shall be individual members in good standing at member institutions in good standing. All Board of Trustees members shall take office at the conclusion of the annual business meeting.

### Section 2. Election and Term of Office.

Each year prior to the annual conference, the membership shall elect at least three at-large members of the Board of Trustees and a president-elect. Each elected member of the Board of Trustees will hold office for a two-year term with the option of standing for election during the second year of the term. No member of the Board of Trustees may serve more than two consecutive terms, but may serve any number of nonconsecutive terms. If a tie impacts the identification of incoming trustees a runoff between the affected candidates will be held within 30 days.

### Section 3. Removal.

Any trustee or officer elected by popular vote or appointed by the Board of Trustees may be removed upon the vote of two-thirds of the trustees in office, whenever in its judgment the best interests of the Corporation would be served thereby, but such removal will be without prejudice to the contract rights, if any, of the officer to be removed.

### Section 4. Vacancies.

Unless otherwise provided in these bylaws, a vacancy in an at-large position because of death, resignation, removal, disqualification or otherwise, may be filled by the Board of Trustees for the unexpired portion of the term. If the president-elect vacates their position, the Board of Trustees appoints an acting president-elect until such time as membership can vote for an official replacement. If this coincides with the time line for the regular elections, then both president and president-elect would be on the ballot. If the president leaves office, the president-elect will serve as president. If an elected candidate becomes unable to serve between the conclusion of the election and the time of the annual business meeting, the next highest vote recipient is elected.

### Section 5. Election Timeline. See election timeline.

## Section 6. Appeals Process.

An appeals panel consisting of the Election Committee chairperson and no less than four Election Committee members will hear appeals and deliver sanctions. Appeals may be filed regarding candidate certification, campaign violations, results and procedures. Appeals regarding candidate certification must be presented in writing and received by the Election Committee chairperson within three calendar days of the notification of non-certification. All other appeals must be presented in writing and received by the Election Committee chairperson within three calendar days of the personal notification of election results. Decisions of the appeals panel are final.

## Section 7. Sanctions.

A policy violation can lead to a candidate being disciplined up to disqualification from the current election. The severity of a policy violation could lead to ineligibility (either for the candidate or for other individuals engaged in policy violations) to participate in future elections. If a candidate is disqualified after voting has begun the election will cease and a new election will be started.

## Section 8. Campaigning.

Campaigning is defined as "a single incident or a series of organized, planned actions for a particular purpose, as for electing a candidate." Campaigning is strictly prohibited by all ACUI members. To ensure that similar information is distributed and made available about all candidates, the Central Office will be responsible for organizing all communications regarding the candidates. It is expected that the candidates will not organize activities, but can respond to questions one on one. This also means that there can be no campaigning on behalf of others and no web or e-mail links or references to additional candidate information.

## Section 9. Write-In Candidates.

There shall be no write-in candidates.

## Section 10. Eligible Voters.

Voters must be ACUI individual members in good standing at a member institution in good standing by one day prior to the ballot being available or join as an ACUI individual member at member institution in good standing during the voting period.

## Section 11. Election Committee.

The Election Committee shall be chaired by a past president. It shall consist of a member from each region (the regional volunteer coordinator, or other appointee made by the regional director) and a Central Office staff liaison who is an ex-officio member. The primary function of each person on the Election Committee is to actively recruit individual members to run for all open positions. Members of the Election Committee also serve as the appeals panel. In the event a member of the Elections Committee works at the same institution for or with a candidate for president-elect or at-large member, they will not be allowed to participate in any appeals process involving that candidate.

## Section 12. Concurrent Running for Office.

Candidates cannot run concurrently for president-elect and at-large members. If candidates are holding a leadership position (other than the Election Committee), they can run for election. If the current position they are holding is an at-large member on the Board of Trustees, then they may only run in the final year of their term. If a candidate is elected to the Board of Trustees, then they must resign the other Leadership Team position prior to joining the Board of Trustees. A candidate can run for elected office and simultaneously apply for other leadership positions.

## Section 13. Voting Results.

The Election Committee chair shall announce the aggregate total number of ballots cast including the percentage of total number of individual members. Results for a specific candidate are available only to that individual upon request to the Central Office staff liaison to the Election Committee.

## Section 14. Regional Director Elections.

Every year prior to the July Leadership Team meeting, one regional director shall be elected by a plurality vote of the eligible individual voting members of the region, should the two-year term of the incumbent regional director be ending that year. Regional director elections will model all procedures for appeals, campaigning, write-in candidates, and eligible voters outlined above. The chair for the Regional Director Election Committee shall be the volunteer coordinator for the respective region, unless that individual is running for election and then another appointee shall be made by the outgoing regional director. The chair will be responsible for recruiting candidates, accepting appeals in writing, and notifying candidates of voting results. Appeals will be heard by the Election Committee, which will continue to consist of the volunteer coordinators of all regions (or other appointees as described in Section 11).

### **Category**

Association Policies

### **Type of Tool**

Policy

### **Policy Type**

Governance

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