

# **Society of Hispanic Professional Engineers**

## **Greater Los Angeles Professional Chapter**

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POLICY ID:

TITLE: **Elections Policy**

VERSION: 5.0

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### **1 POLICY**

Elections shall be held in a fair and impartial manner to be inclusive as possible while maintaining the integrity of the election process. All eligible members shall be given an opportunity to run, nominate, and vote for whomever they choose. Controls shall be implemented to ensure only eligible members and chartered student chapters participate in elections.

### **2 SCOPE**

This policy shall apply to the SHPE Greater Los Angeles Professional Chapter elections.

### **3 REQUIREMENTS**

1. This policy shall conform to the by-laws and Articles of Incorporation of SHPE Greater Los Angeles Professional Chapter Inc.
2. The Elections Committee (EC) shall conduct fair and impartial elections for all open Professional and Student positions.
3. In the case of a recall election or a by-law amendment, the Board shall instruct EC, or at their discretion appoint an ad-hoc committee to conduct a special election in accordance with the Professional Chapter by-laws and these policies and procedures.
4. SHPE National's membership database shall be the official list for election purposes.

5. The EC shall be a standing committee, which will be open to at least one member from the Professional chapter but may not include any member running for office.
6. The EC shall validate the eligibility of each candidate for Office.
7. No candidate can run for more than one Office at a time.
8. Write-in candidates are allowed.
9. Faxed, telephoned, emailed, and mailed ballots will be accepted when submitted in accordance with approved procedures.
10. All candidates shall conduct a clean campaign. Negative campaigning or other activities, which detract from the professional image maintained by SHPE, will not be allowed.
13. The EC shall validate each name on a nomination or recall form.
14. The president with Board approval may appoint a qualified member to an open elected position to serve until the next regular scheduled election.
15. SHPE stationary, equipment postage, telephone, duplicating machine, etc., cannot be used in campaigns.
16. Membership lists of qualified voting SHPE Professional chapter members in good standing will not be provided for elections.
17. The counting of ballots shall be open to all members who wish to witness.
18. Every regular member in good standing (according to SHPE National records) shall be entitled to one vote in all Elections.
19. Each chartered student chapter in the Chapter's Jurisdiction is entitled to one vote in all Chapter elections.
21. Each regular member in good standing shall be entitled to nominate a candidate for an open office in accordance with the by-laws.
22. Any challenge of the election results or violation of election procedures shall be resolved by the Elections Committee.
23. Chapter board members whose current term extends beyond July 1 of the election year may not run for an open position.
24. The candidate with the plurality of votes is the winner.

25. If the candidate with the plurality of votes declines to accept the position before July 1 the runner-up candidate will be given the position.

27. All conference chairs or meeting organizers must notify the EC chair prior to scheduling any forum where candidates for office will be allowed to speak. During such a forum, all candidates will be given an equal opportunity to speak.

## 4 REFERENCES

SHPE Greater Los Angeles Professional Chapter Bylaws

## 5 Document History

Revision	Date	Description
1.0	04/30/02	Mitchell Suarez: Submitted for Approval
3.0	04/12/04	Heidy Arriola: Submitted for Approval
5.0	4/23/06	Heidy Arriola: Submitted for Approval