

## **Election Procedures**

### **1. Officers**

In accordance with Section 201 of *The Code*, a chair, a vice chair, and a secretary shall be elected. Candidacy, nominations, and elections shall be conducted pursuant to the schedule set forth in this policy, in the following order: chair, vice chair, and secretary.

### **2. Candidates for Full Terms of Board Offices**

a. Board members should avoid discussions of potential nominees and candidates for full terms of any board office until the February Board meeting of the year in which the election for full terms of that board office will take place.

b. Any board member who wishes to be nominated for a full term of any board office shall notify the secretary of the board member's candidacy prior to the April meeting of the Board of Governors.

c. The secretary shall announce the names of candidates for nomination to full terms of each board office during the new business portion of the agenda at the April board meeting.

d. Candidates for full terms of the offices of chair and vice chair shall, by the end of the April meeting, submit a brief written statement to the secretary describing their vision and goals for the office. The secretary shall distribute copies of the statement to board members immediately following the April board meeting.

### **3. Nominations**

a. Subject to the requirements of section 2 of this policy, any member of the board may be nominated for any office unless prohibited from serving by *The Code*.

b. Any member of the board may orally nominate any board member for any office. No "second" to the nomination will be permitted or required. The board member making the nomination may offer remarks in support of the nomination that do not exceed five minutes. Once a board member is nominated for an office, no additional nominations for the board member with respect to that office will be received or registered.

c. Each nomination for a full term of the offices of chair, vice chair, and secretary shall be made at the June board meeting, from the slate of candidates for that office as announced by the secretary at the April board meeting.

d. Nominations shall be made in open session.

e. Every person so nominated shall be a candidate for that office.

f. Candidates for the offices of chair, vice chair, and secretary may offer remarks in support of their candidacies. Candidates for each office who choose to offer remarks shall be recognized in alphabetical order by last name and may speak for no more than ten (10) minutes.

4. Election

a. Written ballots for each office shall be distributed to each member of the board who shall cast one vote from the list of candidates for that office. Voting shall be completed for each office separately and in succession, in the order of chair, vice chair, and secretary.

c. After the first and each succeeding ballot, if no candidate receives the requisite majority and when votes are received for three or more candidates, the name of the candidate receiving the smallest number of votes shall be dropped from the list of nominated members and shall cease to be a candidate.

d. All written ballots for each office shall be signed by the member casting the ballot. A committee consisting of no fewer than two chancellors appointed by the chair shall tally the ballots for each office and announce the results to the board. The ballots shall be collected and retained by the assistant secretary of the Board of Governors for disposition under North Carolina General Statutes § 143-318.13(b).

e. If the chair is a candidate for re-election, the vice chair shall preside over the election portion of the meeting. If the chair and the vice chair are both candidates for re-election, the chair shall designate another individual to preside over the election portion of the meeting.

f. A sample ballot is attached.

5. Procedure

Except as above modified, the procedure shall be under Section 202C(4) of *The Code* and *Robert's Rules of Order*.

**Board of Governors**

**Election Ballot**

1. Officer

[ ] Chairman

[ ] Vice Chairman

[ ] Secretary

2. I vote for:

---

---

Signature

---

Date