

Southern University Alumni Los Angeles Chapter

Rules for Chapter Nominations and Elections

1. Los Angeles Chapter nominations and election for Chapter offices shall take place bi-annually (every two years), during the even numbered years. Chapter officers are elected to serve a two-year term. Chapter officers who have served two consecutive two-year terms in a particular office, are not eligible to be nominated or run for the same office for a third consecutive term.
2. Current dues paid Los Angeles Chapter members will be notified of the bi-annual election process and the rules for nominations & elections prior to the start of the nomination and election process. This notification should be sent to every dues paid member of the Los Angeles Chapter by mail and/or email one month prior to the start of the nomination and election process. Nomination and election process rules shall be presented and approved at the March Chapter general body meeting during the bi-annual election year.
3. Current financial members of the Los Angeles Chapter, whose dues have been fully paid by May 31st of each year shall be eligible to run for a Los Angeles Chapter Office and/or vote in the bi-annual election.
4. Officers to be elected shall include the President, Vice President, Recording Secretary, Corresponding Secretary, Financial Secretary, Treasurer, Parliamentarian, Chaplain, Social Media Coordinator(a.k.a. Coordinator of Public Relations), and Historian.
5. Nominations and Election committee will be appointed in April of the election year. This committee will solicit nominations for each chapter office by polling the current chapter financial membership.
6. Individuals nominated for a Chapter Office must accept their nomination by notifying a member of the Nominations and Election Committee either by telephone, letter, or email.
7. Final slate of nominations for each office shall be received from the floor and presented to the Chapter body at the May regularly scheduled general body meeting during the election year. Chapter body will approve the slate/ballot of candidates nominated by receiving validation of each nominee first accepting their nomination for office, second validating nominee is a Los Angeles Chapter dues paid member, and third, the approved ballot will then be sent to all financial members. The nomination and election committee shall preside, after a motion is moved, seconded, and approved by the general body to go into the body of the whole for the purposes of nominations for chapter offices. After which, the current Chapter officers will vacate the presiding chair and turn over the proceedings to the Nomination and Election Committee for completion of the nomination process.
8. Ballots shall be sent to all dues paid members of the Los Angeles Chapter via post mail.
9. Completed ballots are due to the Election Committee prior to the opening of the June meeting held during the bi-annual election year.
10. Candidates for office will be elected by a majority of votes cast, (50% plus one that is then rounded up to the next whole number if it is a fraction of a whole number), for each office.
 - a. For example: Total votes cast = 11,
 - b. Majority needed to be elected by any one candidate will be 7
 - c. This is calculated by $11/2=5.5 +1=6.5$, which is rounded up to 7Total voting strength for each office will be identified and reported by the Election Committee.

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11. Results of the election will be presented at the June Chapter general body meeting held during the bi-annual election year. Election results for each office shall be presented as follows:

EXAMPLE: For the office of President

Total Votes Cast:	_____
Number needed for Majority:	_____
Candidate #1(name):	_____
Candidate #2 (name):	_____
Candidate #etc. (name):	_____

12. Should a run-off occur, it will be held at the June Chapter general body meeting, immediately after the primary election results are presented. Winner of a run-off will be declared by a majority of votes cast from the membership present at the June Chapter general body meeting.
13. Ballots and/or election results tally will be kept by the Recording Secretary for 60 days after the close of the election and will be available for viewing by any dues paid member of the Chapter. The recording secretary will include the election results tally in the June Chapter general body meeting minutes.
14. Upon completion of all elections, primary and run-offs, the presiding chair (Chapter President) of the June Chapter general body meeting will then declare the winners for each office of the bi-annual election and this declaration will be recorded in the June Chapter general body meeting minutes.
15. Officers elected shall begin to fulfill their duties at the July Chapter general body meeting held during the bi-annual election year, after being duly sworn-in by the out-going Chapter President or an individual designated by the newly elected President or Chapter body.
16. Outgoing officers are required to turn over all monies, properties, books, etc. to their successor by June 30th of the bi-annual election year. **NOTE:** *The transfer of bank account signatories may take longer than this time frame but should be completed no later than October 1st during the bi-annual election year.*