

X. PROCEDURES FOR NOMINATION AND ELECTION OF NATIONAL OFFICERS, DISTRICT OFFICERS, DISTRICT SPORT DIRECTORS, OTHER DISTRICT OFFICES AND THE NATIONAL SPORT CHAIRS.

C. District Officers.

1. Qualifications. Nominees must be a member of the Board of Managers.

2. Nominations.

- a. Only current Club Representatives, Officers, and District Sport Directors may nominate candidates for District Office.
- b. Candidates may be nominated for more than one office. The application for office shall include disclosure of all offices for which the candidate is being nominated.
- c. In the event that no eligible nomination has been submitted for a particular office of the District, the current office holder shall continue in office until the next Biennial Meeting, or until a Special Meeting is called to elect the successor. If the current office holder chooses not to continue in office, then there is a vacancy. The vacancy will be filled as prescribed in the Constitution with an appointment made by the District Executive Committee until the next Board of Managers meeting where an election will be held to fill the balance of the unexpired term. [Added 10/06]

3. Nominee Verification.

- a. The District Nominations and Elections Chair and the District Secretary shall jointly verify who is eligible to run for office. If the Chair and the Secretary do not agree, a ruling will be made by the AAU National Board of Review.
- b. For the Biennial Board of Managers meeting, the Nominations and Elections Committee shall compile the list of candidates for office and have copies of the biography and nomination form for each candidate for office available for all members of the Board of Managers.

4. Use of the AAU Database during Campaign and Campaign Materials.

- a. The current officeholder (incumbent) shall not make use of any AAU mail list, database information, etc., for the purposes of running or campaigning for office.

- b. Candidates who wish to distribute campaign information to current members of the Board of Managers may request assistance through the AAU National Office. The Compliance Department will facilitate a maximum of one electronic mail blast (eblast). To use the eblast system, the candidate shall electronically submit a copy of the material he/she wishes to distribute in a form established by the IT Department. The District Nominations and Elections Committee Chair shall review the material submitted and has sole discretion to approve, or disapprove the content. Content may not include any personal attacks or other derogatory comments or language. Neither the Compliance Department nor the District Nominations and Elections Committee is responsible for spelling and/or grammatical content. The eblast process may take up to 10 working days to prepare and send. If this service for the candidate becomes controversial or contentious, the District Nominations and Elections Chair has the sole right to not process the request. The decisions throughout the process are unappealable. The District Nominations and Elections Committee is not required to keep a case file as to why the service was not provided. Candidates will be notified that the content was not approved and may correct and re-submit the content.

5. Election Procedures.

- a. On Election Day each candidate for office will be allowed a maximum of three (3) minutes to speak. Order of speeches for each office will be determined by draw. If there is only one candidate for office, the vote for that office may be taken by voice vote.
- b. Order of elections is Governor, Lieutenant Governor, Secretary, Treasurer and Registrar. If the District has authorized additional officers, the order of election for the additional officers shall be as the District determines.
- c. Elections will be conducted by written ballot under the supervision of the District Nominations and Elections Committee. If there is only one candidate for office, the vote for that office may be taken by a voice vote.
- d. The District Nominations and Elections Committee shall determine the procedure for distribution of ballots.
- e. If no candidate receives a majority of the votes, a run-off ballot will be held until a candidate receives a majority of votes. In the run-off election, the candidate receiving the fewest votes shall be dropped from the ballot.
- f. For a run-off during the election, the announcement of the run-off candidates and the ballots will be given out simultaneously. There will be a different color ballot for the run-off election.
- g. All ballots will be sealed and stored with the District Secretary, or at a place that the District Secretary designates for a period of one year after the election(s).

6. District Biennial Meeting Notice.

On or before February 10th of each year during which a District Biennial Meeting is required by the Constitution, the District Governor, with the approval of the Secretary,

shall provide written notification to the National Compliance department of the date, time, and address of the meeting. The Compliance department at the AAU National Office shall forward a notice of the Biennial Meeting to each current Club Representative, current Officer, and District Sport Director. In non-election years, notices shall be sent no less than thirty (30) nor more than sixty (60) days before the District Biennial Meeting in April, May, or June. In election years, the notice shall be sent sixty (60) days prior to the District Biennial Meeting in April, May, or June. That notice shall be sent sixty (60) days prior to the District Biennial Meeting in April, May, or June. That notice shall include a notice of election and a “nomination for Office” form. The deadline for receiving nominations is thirty (30) days prior to the District’s Biennial Board of Managers meeting. The nominating party must submit the application along with a written acceptance by the nominee and a brief biography stating the nominee’s qualifications for the office. The nominating party shall indicate its category of membership on the District Board of Managers. All nominations which do not include the required information shall be considered incomplete and the candidate will not be eligible to run for office. Nominations shall be submitted to the National Compliance Department, and a copy to the District Nominations and Elections Committee Chair and the District Secretary.