

ELECTIONS

Policies and Guidelines

Elections are held every two years in May of the odd-numbered year for all Officers and all Delegates.

The Election Chair shall be appointed by the Executive Committee by January 1 of the election year. The members are appointed by the Chair with the advice and counsel of the Executive Committee. The Election Committee will consist of five members in good standing.

Anyone wishing to run for an office shall declare their intentions in writing to the Chair of the Election Committee by April 1 of the election year.

Officers' and Delegates' terms begin on July 1 following the election.

Eligibility to Run for Officer:

- Candidates must be tenured.
- Candidates must be currently serving as an Officer or Delegate.
- Candidates must have served as a Delegate for a complete term.
- Candidates must be nominated by two members in good standing of BUP.

Eligibility to Run for Delegate:

- Candidates must be tenured.
- Candidates must be nominated by two members in good standing of BUP.

Election Procedures for Officers:

- Nomination forms will be available from the Election Committee the first Monday in May.
- Nomination forms are due the second Monday in May to the Election Chair.
- An essay by each nominee may be included with the ballot, not to exceed 200 words, and will include the full name of the nominee as it appears on the ballot.
- Ballots and essays are mailed out to the membership on the third Monday in May.
- Ballots are due back to the election committee by the last Friday in May.
- One vote per person per office. You may not vote for the same person twice.
- Election Committee will oversee the essays, ballots, and mailings.

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Election Procedures for Officers continued:

- Ballots will be counted by the Election Committee under the observation of the BOCES Director of Human Resources.
- Ballots will be kept for one year, locked in the BUP office.

Election Procedures for Delegates:

- Delegates shall be elected by secret ballot in each department in May or June of the election year.
- A ballot election will be conducted by an officer or election committee member NOT from that department.

Campaign Procedures:

- BUP pays for no mailings, except that of the ballots which include the candidate essays.
- BUP will make a membership list (names only) available to any candidate upon written request.
- BOCES e-mail and interoffice mail cannot by law be used for election purposes.
- There are no phone banks available for campaigning.

Special Elections:

- May be held during the interim (even-numbered) year between the regular elections for the following reasons and with the recommendation of the Executive Committee and a two-thirds vote of the delegate assembly:
 - To fill an Officers position; which has become vacant in the first year of the elected officer's term.
 - To fill Delegate positions being held by persons volunteering their service in the first year of a term.
- All special elections shall follow the procedures outlined above for Officers and Delegates.

**Approved by Executive Committee November 19, 2010
Effective beginning December 1, 2010**

Policies are extensions of the constitution and future revisions may be recommended by the Executive Committee with approval of a two-thirds (2/3) vote by the Delegate Assembly.

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Representative Delegate Assembly Policies and Guidelines

Elected Delegates:

- Each department/program is entitled to one delegate for every thirty members.
- Shall be paid \$50. per Delegate Assembly Meeting attended.
- Stipends shall be paid twice a year, December and June.

Delegates who are transferred to another program/department:

- Service as a delegate to your previous program/department is terminated.
- If there is a need in the new program/department, the delegate may serve as a volunteer delegate if they are recommended in writing by two members in the new program/department.

Delegates who volunteer their service between elections:

- Shall be eligible to be elected a Delegate in the next election/special election.
- Shall not have voting rights.
- Shall not receive a stipend during the term of their voluntary service.

Approved by the Executive Committee on November 8, 2010
Effective beginning January 1, 2011

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