



Election Procedures and Timeline

May 3–5, 2012—National Conference of Special Constituencies—Sheraton Kansas City Hotel at Crown Center

Election procedures at the AAFP's National Conference of Special Constituencies (NCSC) parallel those used by the AAFP Congress of Delegates as set forth in the Bylaws.

- A. Only those NCSC registrants who are designated by their chapter as a Chapter Delegate to one of the five special constituencies will be given electronic keypads to vote for Co-Conveners and Alternate Delegates (and Delegates if necessary) for that constituency in addition to New Physician Board Candidate and NCSC Convener. Chapter Delegates are responsible for safeguarding their keypad and for casting votes as instructed, on the first election and any run-offs.
- B. All NCSC registrants who meet the AAFP definition of a New Physician (whether coming as a Chapter Delegate or General Registrant) will be given electronic keypads to vote for the AMA-YPS Delegates. All those qualified are responsible for safeguarding their keypad and for casting votes as instructed, on the first election and any run-offs.
- C. All votes cast must adhere to the instructions given. Staff and Tellers Committee members will be available to assist you if you have questions.
- D. Those credentialed to vote must keep their keypad with them until the results are tabulated. Elections for Women, Minority, IMG, and GLBT Co-Conveners as well as New Physicians Alternate Delegates will be handled in the respective constituency caucus. The NCSC Convener election will also take place during the constituency caucuses. AMA-YPS Delegate, Special Constituency Alternate Delegate, and New Physician Board Candidate elections will be handled in the first Business Session: Candidate Forum and Elections on Friday afternoon. Voting will take place immediately after instructions are given from the podium. Those eligible to vote must vote in accordance with instructions and are responsible for safeguarding their keypad for the entirety of the session.
- E. This voting criteria will apply to the:
 1. Election of NCSC Convener
 2. Election of Women Co-Conveners
 3. Election of Minority Co-Conveners
 4. Election of Alternate Delegates for New Physicians
 5. Election of the New Physician Candidate for the Board of Directors
 6. Election of International Medical Graduates (IMG) Co-Conveners
 7. Election of GLBT Co-Conveners
 8. Election of the AMA-YPS Delegates
 9. Election of Special Constituency Alternate Delegates
- F. A Tellers Committee will be designated by conference leadership with one representative from each constituency. These individuals will work with the Conference Convener and staff to ensure the integrity of the elections and vote-counting process and will report election results to the appropriate Constituency Caucus or Business Session Chair.

For the NCSC Convener, New Physician candidate for the Board of Directors, and AMA-YPS Delegate races (and Special Constituency Delegate, if necessary) (one elected):

On the first call, those eligible to vote will be instructed to ***vote for one individual***. Keypad results will be considered invalid unless a single vote is registered.

On the first call, any candidate who receives the votes of a majority of those voting and who is the candidate receiving the largest number of votes cast shall be elected.

For example, if 22 valid votes are cast on the first call, a successful candidate would have to receive at least 12 votes (a majority – at least one more than half – of those voting) and be the candidate receiving the largest number of votes cast.

If there is no candidate that receives a majority of the votes cast on the first call, subsequent votes shall be taken until one candidate receives a majority. The candidates on such subsequent calls shall be the two candidates receiving the largest number of votes cast on the immediately preceding call plus those tying for one of the top two positions.

In the event there is only one candidate, the NCSC Convener shall declare that candidate the nominee for the office.

For the Co-Convener (Women, Minority, IMG, GLBT) and New Physicians Alternate Delegate (two elected for each):

On the first call, Chapter Delegates will be instructed to ***vote for two individuals***. Keypad results will be considered invalid unless two votes are registered.

On the first call, any candidate who receives the votes of a majority of those voting and who is the candidate receiving the largest number of votes cast shall be elected.

For example, if 22 valid votes are cast on the first call for the XXX Co-Conveners, a successful candidate would have to receive at least 12 votes (a majority – at least one more than half – of those voting) and be one of the two candidates receiving the largest number of votes cast.

It is possible to elect both Co-Conveners on the first call, in which case the winners will be announced. It is also possible to elect only one Co-Convener. In that case, the winner will be announced, and Chapter Delegates will be instructed as to which candidates they should vote amongst, casting only one vote, on the subsequent call, as explained below. It is also possible to elect no one on the first call. In that case, Chapter Delegates will be instructed as to which candidates they should vote amongst, casting two votes, on the subsequent call, as explained below.

On the second or subsequent call(s), Chapter Delegates will be instructed as to which candidates they should vote for and how many. Keypad results will be considered invalid if the designated number of votes is not cast.

If both positions remain to be filled after the first or a subsequent calls, no more than four candidates receiving the largest number of votes cast on the preceding call, plus those tying for one of the top four positions, shall be candidates on the next call. Any candidate who receives the votes of a majority of those voting on such subsequent calls and who is one of the two candidates receiving the largest number of votes shall be elected.

If one vacancy remains to be filled after the first or a subsequent call, the two candidates receiving the largest number of votes on the preceding call, plus those tying for one of the top two positions, shall be candidates on the next call. The candidate who receives a majority of the votes cast on such subsequent calls shall be elected.

In the event there are only two candidates, the NCSC Convener shall declare those candidates elected to the office.

For the Special Constituency Alternate Delegates race (six elected):

All Chapter Delegates from the Women, Minority, IMG, and GLBT constituencies will receive a keypad for the Special Constituency Alternate Delegate election. The slate will be a list of eight nominees. On the first call, those eligible to vote will be instructed to **vote for six individuals**. Keypad results will be considered invalid unless six votes are registered.

On the first call, the candidates with the highest number of votes from each constituency will be elected. From the remaining nominees, the candidate(s) with the highest number of votes will be elected for the remaining two positions. At least one member from each constituency will be elected with no more than two from any one constituency. Run-offs will be held on an as needed basis.

Election Timeline

- **Thursday, May 3, 3:30 p.m.:**
 - All constituencies will come together for a Joint Session Caucus and Convener Question and Answer Session. Hear speeches from the 2013 NCSC Convener candidates (pre-determined by application and ratification by the Commission on Membership and Member Services and AAFP Board Chair) and participate in a question and answer session with them. Voting for the NCSC Convener will take place on Friday morning during the Constituency Caucuses.
- **Thursday, May 3, 5:00 p.m.** is the deadline for all candidate declaration forms. Forms must be received by NCSC staff no later than 5:00 p.m. to run for one of the following positions:
 - New Physicians Alternate Delegate
 - New Physician Board Candidate
 - AMA-YPS Delegate
 - Women Co-Convener
 - Minority Co-Convener
 - International Medical Graduate (IMG) Co-Convener
 - Gay, Lesbian, Bisexual and Transgender (GLBT) Co-Convener
- **Friday, May 4, 8:15 a.m.:**
 - All Chapter Delegates will pick up a keypad for individual constituency Co-Conveners as well as New Physicians Alternate Delegates and NCSC Convener.
 - Each candidate will be given two minutes for a speech at the beginning of each respective Constituency Caucus with voting immediately after.
 - The elected Co-Conveners from each of the following constituencies: Women, Minority, IMG, and GLBT will be put on the slate for the Special Constituency Alternate Delegate seats.
- **Friday, May 5, 4:30 p.m.:**
 - All Chapter Delegates will pick up a keypad for the Special Constituency Alternate Delegate election prior to the start of the Business Session.
 - New Physician Chapter Delegates will pick up a keypad for the New Physician Board Candidate election.
 - **Anyone registered for NCSC that meets the AAFP criteria for a New Physician will vote for the AMA-YPS Delegates.** These individuals will also receive a keypad for the AMA-YPS Delegate election.
 - Each newly elected Co-Convener, as well as those candidates for AMA-YPS Delegate, will be given two minutes for a speech at the beginning of the Business Session. New Physician candidates for the Board of Directors will be given five minutes for a speech in addition to participating in a question and answer session. Votes will be cast for the Special Constituency Alternate Delegates, AMA-YPS Delegate, and New Physician Board Candidate after each group of candidate speeches.