



Election Procedures and Timeline

May 1 – 3, 2008—National Conference of Special Constituencies—Hyatt Regency Crown Center, Kansas City, MO

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 an **Official Chapter Representative** of one of the five special constituencies will be given ballot packets to vote for **Co-Conveners and Alternate Delegates (and Delegates if necessary)** for that constituency. Official Chapter Representatives are responsible for safeguarding their ballot packet and for casting votes as instructed, on the first and (potentially) subsequent ballots.
- B. All NCSC registrants *who meet the AAFP definition of a New Physician* (whether coming as an Official Chapter Representative or General Registrant) will be given ballot packets to vote for the AAFP's **AMA-YPS Delegates**. All those qualified are responsible for safeguarding their ballot packet and for casting votes as instructed, on the first and (potentially) subsequent ballots.
- C. **First ballot forms** must be appropriately marked and deposited in the *correct* ballot boxes. Ballot boxes will be marked with the candidate identification for each constituency. (Staff and the Tellers Committee will be available to assist you if you have questions.)
- D. Those credentialed to vote must *keep the remainder of their ballot packets with them*. Constituency Co-Convener elections for Women, Minority, IMGs, and GLBTs, New Physicians Alternate Delegate elections, and New Physician Board Candidate elections will be handled in the respective Constituency Caucus and Candidate Forum. AMA-YPS and Special Constituency Alternate Delegate elections will be handled in the Business Session. Voting will take place *immediately after instructions are given from the podium*. Those eligible to vote must vote *in accordance with instructions* and deposit their ballots with the Tellers Committee or staff present.
- E. This voting criteria will apply to the:
 1. Election of Women Co-Conveners
 2. Election of Minority Co-Conveners
 3. Election of Alternate Delegates for New Physicians
 4. Election of the New Physician Candidate for the Board of Directors
 5. Election of International Medical Graduates (IMG) Co-Conveners
 6. Election of GLBT Co-Conveners
 7. Election of the AMA-YPS Delegates
- F. A *Tellers Committee* of experienced conference participants 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 balloting and ballot-counting process and will report election results to the appropriate Constituency Caucus & Candidate Forum or Business Session Chair.

For the New Physician Board Candidate race (one elected):

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

On the first ballot, 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 ballots are cast on the first ballot, 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 one vacancy remains to be filled after the first or a subsequent ballot, **the two candidates** receiving the largest number of votes on the preceding ballot shall be candidates on the next subsequent ballot. The candidate who receives a majority of the votes cast on such subsequent ballots shall be elected.

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

On the first ballot, Official Chapter Representatives will be instructed to **vote for two individuals**. A ballot will be considered *invalid* unless two votes are registered.

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

For example, if 22 valid ballots are cast on the first ballot 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 ballot, 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 Official Chapter Representatives will be instructed as to *which candidates they should vote among – casting only one vote* – on the subsequent ballot, as explained below.

It is also possible to elect no one on the first ballot. In that case, Official Chapter Representatives will be instructed as to *which candidates they should vote among – casting two votes* – on the subsequent ballot, as explained below.

On the second or subsequent ballot(s), Official Chapter Representatives will be instructed as to the ***number of individuals they should vote for and which candidates they should vote for***. Ballots will be considered *invalid* if the designated number of votes is not cast.

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

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

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

All Official Chapter Representatives from the Women, Minority, IMG, and GLBT constituencies will receive a ballot packet for the Special Constituency Alternate Delegate election. On the ballot, there will be a list of eight nominees. On the first ballot, those eligible to vote will be instructed to **vote for six individuals**. A ballot will be considered *invalid* unless six votes are registered.

On the first ballot, the candidates with the highest number of votes from each constituency will be elected, and from the remaining nominees, the candidate(s) with the highest number of votes would 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 1st, 5:00 p.m.** is the deadline for all candidate declaration forms. Forms must be received at the NCSC registration desk 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 2nd**, at the beginning of the Constituency Caucus and Candidate Forum, each candidate will be given two minutes for a speech. Balloting for individual constituency Co-Conveners, as well as New Physicians Alternate Delegates and the New Physician Board Candidate, will take place during each respective hearing. The elected Co-Conveners from each of the following constituencies: Women, Minority, IMG, and GLBT will have their names placed on the ballot for the Special Constituency Alternate Delegate seats.
- **Saturday, May 3rd**, all Official Chapter Representatives (except New Physicians) will pick up a ballot packet for Special Constituency Alternate Delegate at registration prior to the start of the Business Session. **Anyone attending the conference that meets the AAFP criteria for a New Physician will vote for the AMA-YPS Delegates.** These individuals will also need to pick up a ballot packet at registration prior to the start of the Business Session. 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. Balloting will take place for the Special Constituency Alternate Delegates and AMA-YPS Delegate after the candidate speeches.