



# Election Procedures and Timeline

---

April 18-20, 2024 — National Conference of Constituency Leaders

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

- A. Only those NCCL registrants who are designated by their chapter as a Chapter Delegate to one of the five member constituencies will be given ballot packets to vote for Co-Conveners and Alternate Delegates (and Delegates if necessary) for that constituency in addition to New Physician Board Candidate and NCCL Convener. Chapter Delegates are responsible for safeguarding their ballot packet and for casting votes as instructed, on the first election and any run-offs.
- B. All NCCL registrants who meet the AAFP definition of a New Physician (whether coming as a Chapter Delegate or General Registrant) will be given ballot packets to vote for the AMA-YPS Delegates. All those qualified are responsible for safeguarding their ballot packet 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 the remainder of their ballot packets with them until the results are tabulated. Elections for Women, Minority, IMG, and LGBTQ+ Co-Conveners as well as New Physicians Alternate Delegates and New Physician Board Candidate will be handled in the respective constituency caucus. The NCCL Convener election will also take place during the constituency caucuses. AMA-YPS Delegate and Member Constituency Alternate Delegate 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 deposit their ballots with the Tellers Committee or staff present.
- E. This voting criteria will apply to the:
  - 1. Election of NCCL 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 LGBTQ+ Co-Conveners
  - 8. Election of the AMA-YPS Delegates
  - 9. Election of Member 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 NCCL 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 NCCL Convener, New Physician Candidate for the Board of Directors, and AMA-YPS Delegate races (and Member Constituency Delegate, if necessary) (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 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 NCCL Convener shall declare that candidate the nominee for the office.

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

On the first ballot, Chapter Delegates 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 the candidate receiving the largest number of votes cast shall be elected.

For example, if 22 valid votes 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 Chapter Delegates will be instructed as to which candidates they should vote amongst, 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, Chapter Delegates will be instructed as to which candidates they should vote amongst, casting two votes, on the subsequent ballot, as explained below.

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

If both positions remain to be filled after the first or subsequent ballots, no more than 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 shall be elected.

If one vacancy remains to be filled after the first or subsequent ballots, the two candidates that receive 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 ballot shall be elected.

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

### **For the Member Constituency Alternate Delegates race (six elected):**

All Chapter Delegates from the Women, Minority, IMG, and LGBTQ+ constituencies will receive a ballot packet for the Member Constituency Alternate Delegate election. The slate will be a list of eight nominees. On the first ballot, those eligible to vote will be instructed to **vote for six individuals**. Ballots 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. 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, April 18, 12:00 p.m.** is the deadline for the New Physician Board candidate declaration form.
- **Thursday, April 18, 3:15 p.m.:**
  - All constituencies will come together for a Joint Session Caucus and Question and Answer Session.
  - NCCL Convener candidates (pre-determined by application and ratification by the Commission on Membership and Member Services and AAFP Board Chair) and 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.
  - Voting for the NCCL Convener will take place on Friday morning during the Constituency Caucuses and New Physician Board election will take place during the New Physicians Constituency Caucus.
- **Thursday, April 18, 5:00 p.m.** is the deadline for all candidate declaration forms. Forms must be received by NCCL staff no later than 5:00 p.m. to run for one of the following positions:
  - New Physicians Alternate Delegate
  - AMA-YPS Delegate
  - Women Co-Convener
  - Minority Co-Convener
  - International Medical Graduate (IMG) Co-Convener
  - LGBTQ+ Co-Convener
- **Friday, April 19, 9:00 a.m. (ballots can be picked up no earlier than 8:30 a.m.):**
  - All Chapter Delegates will pick up a ballot packet for individual constituency Co-Conveners as well as New Physicians Alternate Delegates, New Physician Board Candidate, and NCCL 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 LGBTQ+ will be put on the slate for the Member Constituency Alternate Delegate seats.
- **Friday, April 19, 4:45 p.m. (ballots can be picked up no earlier than 4:15 p.m.):**
  - All Chapter Delegates will pick up a ballot packet for the Member Constituency Alternate Delegate election prior to the start of the Candidate Forum and Elections.
  - **Any NCCL registrant that meets the AAFP criteria for New Physician will vote for AMA-YPS Delegate.** These individuals will receive a ballot packet 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 Candidate Forum. Votes will be cast for the Member Constituency Alternate Delegates and AMA-YPS Delegate after each group of candidate speeches.