

# US CMS Elections - Guidelines

(updated 10/22/15)

1. Elections are conducted by electronic voting. Nominations are solicited from all US CMS members. The election committee will verify the eligibility of nominated candidates.
2. The winner is the candidate who receives a majority (i.e. more than half) of the votes cast. If no candidate receives a majority, runoff elections of the top two candidates will be held. If a tie occurs in a two-person election, the CB Chair will cast the deciding vote. If the CB Chair or the CB Deputy is one of the tied candidates, the choice is made with a random process.
3. The Elections Committee will disclose vote counts to the CB representatives. In addition, the Elections Committee will reveal the vote counts to any candidate, upon its request, for any election the candidate stood for. Only the names of election winners, and not actual vote counts, will be directly disclosed to all USCMS members.
4. Winners assume office 1 week after the conclusion of the election.

## *Timeline: Even-numbered years (Election of Election Committee and US CB Chair and Deputy)*

1. Election of Election Committee -- run by US CB Chair
2. In the Spring the Election Committee announces elections for US CB Chair and Deputy and requests nominations (approx. 3 week period).
3. The Election Committee will solicit statements from the CB Chair and Deputy candidates who agree to stand for election. The URL with the candidates' names and statements will be announced to the collaboration.
4. If practical, candidates should present short comments at a convenient US CMS Meeting. Then the Election Committee opens voting for a 3 week period. Winners or runoff elections are announced.

## *Timeline: Odd-numbered years (election of Subsystem IB Chairs)*

1. In the Spring the Election Committee announces elections for US Subsystem IB Chairs and requests nominations (approx. 3 week period). Names of candidates agreeing to serve are announced.
2. The Election Committee verifies the institutions in each subsystem. A list detailing which institutions belong to each subsystem is sent to all US CMS participants and updates are solicited.
3. The Election Committee announces the candidates and opens voting for a 3 week period. Each institution determines how to cast its subsystem votes.