Operating Procedures of the Elections Committee of the US Aquaculture Society

(Draft 12/01/02)

1. The Election Committee shall consist of the Past President as chairperson, the President-Elect, and at least three other members to be appointed by the President. The Election committee shall be responsible for all matters pertaining to the conduct of the annual election, including assembling a slate of nominees for the approval of the Board, compiling and distributing the ballot, and tabulating the votes cast by the membership.

2. The committee will first determine which offices and board positions are open and which members will be continuing.

3. The committee will identify a selected list of potential nominees based on the ability and willingness of nominees to serve. All persons nominated by this committee shall be members in good standing, and eligible to hold office in the Society, and reside within the United States of America or its trust territories for the term of their office. The committee should endeavor to develop a slate of candidates that reflects the diversity of the membership.

4. Once a slate has been identified, the committee will forward these to the Board of Directors for approval.

5. When approval from the Board has been received, the committee will coordinate with the Home office for preparation of an electronic ballot and election.

6. The election will be conducted by mail, e-mail and/or Website based forms.

7. The results of the election will be collected by the Home office and forwarded to the election committee. The committee will certify the results and submit to the Board for final approval.

8. The committee chair will be responsible for notifying the slate members with the results. Following this the new officers will be announced in the Society newsletter.

9. With the next Board meeting, motions should be made to finalize the election process by disposal of ballots and tabulations.