



## **Information on the Nominating Committee and National Council Nominations and Elections**

Continuing to share information about Phi Mu Fraternity operations, this covers the Nominating Committee and National Council elections.

Relevant information from the Fraternity's governing documents, the *Constitution and Bylaws* and *Standing Rules and Procedures*, is excerpted below.

The Fraternity Nominating Committee, in advance of the National Council election at the 2024 National Convention, has been appointed by National Council. This follows Article II. Section 3.A.2.a. of the *Constitution and Bylaws*.

In short, the Nominating Committee is responsible for the following (review the governing document excerpts for detailed information):

- Review self-nominations from alumnae in good standing
- Interview self-nominated candidates
- Select a ticket, or slate, of candidates for National Council
- Keep all nomination information and committee work confidential

The Nominating Committee will release the National Council "slate of candidates," or "ticket." If an alumna member in good standing self-nominated and is not slated, she may choose to run by petition. That process is outlined in Article II.3.II. of the *Standing Rules and Procedures*. If there is/are (a) petition candidate(s), her/their information will be shared with voting delegates prior to convention and she/they will be announced at convention after the report of the Nominating Committee.

The process for electing the National President and Vice Presidents is outlined in Article II. Section 3.A.2.c-f. of the *Constitution and Bylaws*.

# Constitution and Bylaws

## ARTICLE II – OFFICERS OF THE FRATERNITY

### 2. Method of Election

- a. Nominating Committee. The National Council shall appoint a Nominating Committee of five members in good standing. Candidates for National Office shall self-nominate. The duties and functioning of the Nominating Committee shall be in accordance with the procedures set forth in the *Standing Rules and Procedures*. \*\*\*
- b. Nomination by Petition. Nomination for National Office may also be made by petition and are limited to candidates who self-nominated, but were not slated by the Nominating Committee. The petitioner shall follow the procedures listed in the *Standing Rules and Procedures*. +++
- c. There shall be no nominations from the floor or write in candidates.
- d. Election shall be by ballot or other electronic platform as determined by the Executive Director. If (i) there is only one candidate for President and/or (ii) the number of candidates for Vice Presidents equals the number of vacancies, the ballot for such National Office(s) may be waived by a majority vote of the Convention body.
- e. The President shall be elected by a majority vote of the voting Delegates present and voting. If no candidate for President receives a majority vote, a runoff election shall be held between the two candidates who received the most votes.
- f. In the event the number of Vice President candidates exceeds the number of vacancies due to one or more candidates petitioning to be a Vice President, then each voting Delegate shall cast one vote for each vacancy and the vacancies shall be filled by those candidates receiving the greatest number of votes.

### SECTION 5. OTHER OFFICERS OF THE FRATERNITY

- C. The Chairwoman and members of the Nominating Committee shall be appointed by the National Council.

## Standing Rules and Procedures

## ARTICLE II – OFFICERS OF THE FRATERNITY

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### \*\*\* NOMINATING COMMITTEE

The Nominating Committee shall select a ticket of nominees for National Elective Office based on consideration of the Fraternity's future direction and an objective evaluation of the candidates.

The Committee shall select a ticket, which represents a broad knowledge of all areas of Phi Mu activity and varied leadership experience within Phi Mu.

### **Membership**

- A. The Committee shall be composed of a Chairwoman and four members, appointed by National Council.
- B. The Foundation Nominating Committee Chairwoman will serve as a member on the Fraternity Nominating Committee and the Fraternity Nominating Committee Chairwoman will also serve on the Foundation Nominating Committee.
- C. At least one member of the Committee shall have served on National Council.
- D. Members of the Committee shall ideally reflect varied levels of Phi Mu leadership experience.
- E. Members shall ideally be selected from different geographical areas.
- F. Members of the Committee are not barred from becoming nominees for office.

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## **SECTION 3. ELECTIVE AND APPOINTIVE NATIONAL OFFICERS**

### **I. Process of Nomination (Section 3.A.2.a.)**

- A. All proceedings of the Nominating Committee and strictly confidential.
- B. Any Phi Mu alumna in good standing may nominate herself for the position of National President or National Vice President by completing the Candidate Nomination Form obtained from the National Headquarters. Each candidate will be required to submit their current resume or curriculum vitae and the contact information for up to three references.
- C. The National Headquarters is responsible for educating the general membership regarding the nominating process.
- D. All Candidate Nomination Forms shall be submitted to the Nominating Committee Chairwoman by the deadline determined by the Executive Director, preceding the election.
- E. The Executive Director shall confirm all candidates are in good standing with the Fraternity.
- F. The Nominating Committee may confirm information received on candidates with the Executive Director and seek additional information on candidates by such means as contacting Fraternity staff, Fraternity volunteers, or the candidate.
- G. The Committee shall meet, review all information submitted by the candidates, and select the most qualified women for nomination to office. The ticket shall consist of at least one nominee for the office of National President and at least four nominees for the office of National Vice President.
- H. As soon as all nominees have been contacted, the Nominating Committee shall submit the list of slated candidates to the Executive Director for immediate email distribution.

- I. The Executive Director shall provide the ticket of the nominees and the biographical information included in each nominee's Candidate Nomination Form to the voting body in the Convention Information Packet preceding the election. (see Article I, Section 3. of the *Bylaws*)
- J. If any position on the Nominating Committee's ticket becomes vacant after the ticket has been distributed, the Nominating Committee shall select another nominee for that position.
- K. Immediately following the convention, the Nominating Committee Chairwoman shall return all Candidate Nomination Forms, resumes, and curriculum vitae to the Executive Director. All written materials pertaining to the work of the Nominating Committee shall be destroyed by the Nominating Committee Chairwoman immediately following the convention.

## **II. Nomination by Petition**

In addition to the ticket proposed by the Nominating Committee, candidates may also be nominated by petition.

- A. To be eligible to be nominated by petition, a candidate must have self-nominated per the *Bylaws* but not have been slated by the Nominating Committee. +++
- B. An official Nomination by Petition Form must be obtained from the Executive Director by the self-nominated member and signed by Phi Mu members in good standing of whom twenty-five must be alumnae. The petition must be filed with the Executive Director no later than April 16 preceding the election.
- C. The Executive Director verifies the petition upon receipt by confirming that 25 signatures are those of alumnae in good standing. Immediately upon verification, the Executive Director emails, the election rules to qualified petitioners. By April 30, the Executive Director notifies the voting body of any qualified candidate by petition.
- D. Candidates by petition shall be announced by the presiding officer at convention following the report of the Nominating Committee.