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ALPHA SIGMA PHI

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CHAPTER/PROVISIONAL CHAPTER ELECTIONS OUTLINE

BEFORE ELECTIONS

- Two to three weeks beforehand, nominations should take place, ideally at a chapter meeting. Nominations should take place for all ten positions of the Prudential Board.
- Each candidate running for a position should make every effort to meet with the current officer and chapter council advisor before elections to learn more about the position. Candidates are also encouraged to review the position descriptions, and go to the Alpha Sigma Phi website and YouTube to learn more about the role. This will ensure they will be able to accurately give a speech at elections regarding the qualifications needed.
- Ensure all brothers are aware of the day, time, and location for elections. Text and/or voice votes are not recommended.
- It is recommended that any member running for a position is in good standing with the chapter/provisional chapter, which includes being on a payment plan or being fully paid, no current cases before the Standards Board, and meets all academic standards of the University.

DURING ELECTIONS

- Set-Up
 - The Vice President of Communications should have the candidate written on a dry erase board, chalkboard, or flipchart paper beforehand. It will be easiest to do this in alphabetical order by last name since that is the order that they speak.
- Order of Elections
 - (1) President, (2) Vice President of Retention, (3) Vice President of Growth, (4) Vice President of Membership Enrichment, (5) Vice President of Finance, (6) Vice President of Ritual and Traditions, (7) Vice President of Standards, (8) Vice President of Service and Philanthropy, (9) Vice President of Alumni and Family Relation, (10) Vice President of Communications
- Process
 - Brothers will be given the floor in alphabetical order (by last name). Each candidate will be given 2 minutes to speak, with Q&A following the speech. While each candidate speaks, the others (those waiting to speak or those that have already spoken) should wait outside.
 - The Q&A should not exceed 2 minutes per candidate.
 - The brothers in the chapter/provisional chapter may be given the opportunity to debate the merits of the brothers while they wait outside the room.

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- The men then vote on the candidates (using paper ballots).
- Votes should be counted by at least two people, ideally the Grand Chapter Advisor and a member of the Chapter Council. The candidate with the simple majority (50%+1) will be declared the winner.
- In the event of a runoff, the top two candidates will be reconsidered for votes.
- The Vice President of Communications should record all election results.

AFTER ELECTIONS

- Each incoming officer should schedule a meeting with the outgoing officer to discuss the position. You can find an outline of these meetings on the Alpha Sigma Phi website.
- The incoming Prudential Board should schedule a Shared Vision Retreat and Calendar Planning Retreat before the term ends to begin planning.
- The outgoing Prudential Board should update the new officers on MyAlphaSig.

