

Modified following decisions in CB

November 2016

2.6.6 Elections

Elected offices include Spokesperson, Co-Spokesperson, CB Chair, CB Co-Chair, and any other positions that might be designated by the CB for election. (Note: The office of "CB Co-Chair" is another name for what was formerly called the "CB Secretary".) The procedures described here apply to all elections. Any collaboration member is eligible to be a collaboration officer.

Elections for CB Chair and CB Co-Chair will be organized by the Collaboration [Spokespersons](#). All other elections will be organized by the CB [Chairs](#). The election [organizers](#) may delegate that responsibility to another collaboration member.

Candidates for an office are recommended by a search committee [consisting of five members of the collaboration. The CB votes to select the search committee from a list of not less than seven candidates, provided by the election organizers. The search committee elects a chair amongst themselves and informs the election organizers of its choice. The election organizers will inform the collaboration about the composition of the search committee.](#)

The search committee consults the CB and other collaboration members of their choosing before recommending a set of viable candidates [\(normally not more than 3 for a single office\). Each member of the CB is expected to have the opportunity for at least one personal call to talk to a member of the search committee. All members of the search committee are expected to be involved in the selection process continuously. In case of foreseeable problems with the search process, the search committee is expected to contact the election organizers. Any collaboration member may send nominations for candidates to the search committee. The search committee verifies the availability of the candidates to run for the office\(s\) for which they are nominated. The search committee presents the list of candidates and a report on the search process to the election organizers not less than 4 weeks \(6 weeks in elections for the spokespersons\) before the election. It is possible to have only one candidate for an office. In such a case, the report from the search committee should clarify why no more candidates were available. The election organizers present the list of candidates and the report from the search committee to the CB and the whole collaboration.](#)

[The candidates are expected to submit a written statement to the election organizer, and the organizer makes those statements available to the collaboration. These election preparations should be completed at least two weeks prior to the election to allow time for home institutions to deliberate on how their CB representatives should vote.](#)

Voting is done by secret ballot during a meeting of the CB. In extraordinary circumstances, elections can be held by email or other means, and the election organizer is then responsible for protecting the privacy of the voting. A quorum of CB [representatives](#) is required for a valid election.

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The candidate receiving more than 50% of the cast ballots is elected. If no candidate receives more than 50%, the candidate with the fewest votes is eliminated and another round of voting takes place. If only one candidate is recommended, CB members vote on whether they accept the candidate by a majority of yes/no votes.

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All elections are documented in the minutes of the CB. The information recorded includes the candidate names and the results of each round of voting without numerical totals. Normally, modified rules cannot be applied to elections at the same CB [meeting](#). [These election rules were approved by the CB on November 20, 2003.](#) [The rules were modified by the CB in March 2017.](#)

Moved (insertion) [1]

Moved up [1]: These election rules were approved by the CB on November 20, 2003.

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The CB selects the chairperson for the search committee. The committee chairperson chooses 4 additional members and notifies the CB of this choice. The CB approves or disapproves the entire committee. The election organizer informs the collaboration of the candidates recommended by the search committee.

