

Procedura rinnovo cariche dei chapter

Il rinnovo delle cariche sociali del chapter prevede la stessa procedura adottata per la Sezione (vedi estratto da MGA Operational Manual allegato).

E' accettabile anche una procedura semplificata: in mancanza di una commissione elettorale il chair può:

- inviare la call for nomination (mandando una E-notice a tutti i membri del chapter, dando due/tre settimane di tempo per avere le risposte);
- preparare la lista dei candidati alle cariche con breve biografia e comunicare a tutti i membri tali candidature, sempre mediante e-notice, lasciando un mese per raccogliere eventuali candidature per petition (con 12 firme di membri del chapter a supporto)
- indire le votazioni dei candidati che sono stati individuati.

E' consigliato rinnovare non solo chair ma anche vice-chair, segretario e tesoriere (questa funzione può essere anche svolta dal chair o dal segretario).

Per le votazioni si può convocare un'assemblea dei soci (anche telematica) oppure si consiglia l'utilizzo di V-tool voting, un programma messo a punto dalla IEEE per questo scopo.

Si può trovare un tutorial su come utilizzare il programma a questo indirizzo:

<http://sites.ieee.org/vtools/welcome-vtools-voting-page/>

l'accesso a v-tool voting dove inserire le candidature è al seguente indirizzo web:

<https://voting.vtools.ieee.org>

ALLEGATO

Raccomandazioni IEEE da MGA-Member and Geographic Activity-Operational Manual '09

Chapter Nominating Committee

1. Section/Council Bylaws shall provide for appointment by the Chapter Chair of a **Nominating Committee of three or more Chapter members not then officers of the Chapter**. The Chapter Chair, in accordance with this Operations Manual shall appoint its Chair.
2. The duties of the Chapter Nominating Committee shall include the preparation of a slate of candidates recommended for the offices of Chapter Chair, and such other members of the Chapter elected at-large, in accordance with the Section/Council Bylaws, to be submitted for approval by the Chapter Committee.
3. Except as noted in IEEE Bylaws, the slate should include not less than two nor more than three candidates recommended for each office.
4. The Chapter Nominating Committee shall also be responsible for the annual solicitation within the Chapter of names of potential candidates to be considered for positions on Chapter committees according to the Section/Council Bylaws.

Chapter Election Process

1. Six months prior to the date of election, the Chapter Nominating Committee Chair shall issue a "Call for Nominations" for all positions elected at-large to all voting members of the Chapter through an appropriate medium.
2. Chapter members must submit nominations within one month of the "Call for Nominations".
3. The Chapter Nominating Committee must verify the candidates' eligibility and willingness to serve. The Chapter Nominating Committee shall also gather position statements and biographies of the potential candidates, as appropriate.
4. The Chapter Nominating Committee will select from all such submissions candidates for each position to be elected at large, and submit the slate of candidates to the Chapter Committee for ratification. The slate of candidates, at least two but not more than three candidates, shall be communicated to the voting members of the Chapter not less than six weeks prior to the election date. In addition, provision shall be made in the communication for petition candidates for these offices.
5. Petition candidates shall require the signatures of a minimum of one percent of the voting members of the Chapter, except in no case shall more than ten (10) signatures be required.
6. The entire slate of candidates for office shall be communicated to the voting members of the Chapter not less than two weeks prior to the election date.
7. The election process must be by secret ballot.
8. The Chair of the Chapter shall submit the names of up to three members of the Chapter to serve as a Tellers Committee, to the Chapter for approval. After the tally of votes, the Tellers Committee shall report the results of the election to the Chapter Chair. The Chapter Chair shall inform each candidate for office of the results of the election prior to announcing the results to the Chapter and the Section/Council.