

**CALIFORNIA ASSOCIATION OF PROFESSIONAL SCIENTISTS
ELECTION PROCEDURES
2019**

I. ELECTION TIMELINES

Deadline for Receipt of Nominating Petition.....	August 2, 2019*
Deadline for Receipt of Candidate Statement	August 12, 2019*
Ballots Mailed.....	September 20, 2019
Deadline to Return Ballots.....	October 7, 2019
Ballot Count	October 14, 2019
Winners Announced	October 14, 2019
Installation Dinner.....	November 1, 2019
Installation of Officers and Directors	November 2, 2019

**Must be received by 5PM.*

II. REQUIREMENTS FOR CANDIDACY (See article VIII of the CAPS Bylaws)

- A. Each candidate must have been a CAPS member for at least one year prior to declaring candidacy.
- B. No person shall be a candidate for more than one office in any election.
- C. An officer cannot simultaneously be a director.
- D. Each District Director must work in the district he or she will represent.
- E. An individual may not serve as President immediately following two consecutive terms as President.
- F. With the exception of candidates for Supervisory Director, all other candidates shall be rank-and-file employees.
- G. All candidates for the position of Supervisory Director shall be active supervisory members. Rank-and-file members may not vote for this position.
- H. A prospective candidate must submit to the Elections Committee a nominating petition signed by at least 10 other CAPS members.
- I. A prospective candidate may submit a candidate statement which shall be limited to one side of an 8 ½ x 11 inch sheet of paper. Pursuant to Corporations Code section 7525, CAPS will not distribute any campaign statement which may expose CAPS, its agents, officers or directors to liability for material contained in said statement.

Further, CAPS discourages candidates from engaging in personal attacks against any other candidate in any campaign statement.

III. POSITIONS AVAILABLE

- A. All Board positions are elected biennially.
- B. Four statewide officers include President, Vice President, Secretary and Treasurer. All have duties commensurate with their titles and are elected from all members statewide. Any rank-and-file member is eligible to compete for these positions.
- C. Five District Directors represent regionalized districts pictured on the attached map. A rank-and-file member may run for such a position if he or she works in the district he or she will represent. Votes are cast based on these regional restrictions.
- D. Two rank-and-file At-Large Directors represent members statewide and are elected from all rank-and-file members. Any rank-and-file member is eligible to compete for these positions.
- E. One Supervisory Director who is a supervisor related to Unit 10 (S 10) is elected from all supervisory members.
- F. Supervisory Board members are restricted in their ability to represent rank-and-file employees. Scientific managers and supervisors are entitled and encouraged to maintain membership in CAPS. However, state law prohibits employees designated as state managers from serving on the Board of Directors of a recognized employee organization such as CAPS.

IV. ELECTION DISPUTES

Any dispute concerning the conduct of the Board election shall be resolved by the Elections Committee. Its decision shall be final and binding.