|  |  |  |
| --- | --- | --- |
| Project | **IEEE 802.21**  **<**[**http://www.ieee802.org/21/**](http://www.ieee802.org/21/)**>** | |
| Title | **IEEE 802.21 Election Process** | |
| DCN | **21-12-0018-00-0000** | |
| Date Submitted | **February, 2012** | |
| Source(s) | Subir Das |  |
| Re: |  | |
| Abstract | Process for conducting officer elections in IEEE 802.21 WG | |
| Purpose | To Conduct the 802.21 WG Officer Elections | |
| Notice | This document has been prepared to assist the IEEE 802.21 Working Group. It is offered as a basis for discussion and is not binding on the contributing individual(s) or organization(s). The material in this document is subject to change in form and content after further study. The contributor(s) reserve(s) the right to add, amend or withdraw material contained herein. | |
| Release | The contributor grants a free, irrevocable license to the IEEE to incorporate material contained in this contribution, and any modifications thereof, in the creation of an IEEE Standards publication; to copyright in the IEEE’s name any IEEE Standards publication even though it may include portions of this contribution; and at the IEEE’s sole discretion to permit others to reproduce in whole or in part the resulting IEEE Standards publication. The contributor also acknowledges and accepts that this contribution may be made public by IEEE 802.21. | |
| Patent Policy | The contributor is familiar with IEEE patent policy, as outlined in [Section 6.3 of the IEEE-SA Standards Board Operations Manual](http://standards.ieee.org/guides/opman/sect6.html#6.3) <<http://standards.ieee.org/guides/opman/sect6.html#6.3>> and in *Understanding Patent Issues During IEEE Standards Development* <<http://standards.ieee.org/board/pat/guide.html>>. | |

**This document details the procedure for the election of the IEEE 802.21 Working Group Officers (Chair and Vice-Chair)**

* The procedure regarding election of Working Group Officers shall be in accordance with all relevant clauses of the IEEE 802 LMSC rules (including IEEE 802 P&P and the IEEE 802 Operations Manual).
* Any individual who will be a Member of the 802.21 Working Group at the time of the election shall be eligible for candidacy and election.
* Working Group elections shall take place in the first plenary session of each even-numbered year, in accordance with LMSC rules.
* Sometimes, such as in the case of unexpired vacancies, special elections may be required. These shall be scheduled for an 802.21 LMSC Plenary Session. The special election shall be announced to the Working Group as soon as possible after the need to hold one is identified.
* Candidates are encouraged to declare their candidacy, in a Working Group meeting or via the Working Group email reflector, as soon as possible before the election. The names of those eligible who declare their candidacy at least eight days before the scheduled election shall be included on the paper ballot.
* The election shall be held at the Working Group Opening Plenary meeting.
* Paper ballots shall be distributed. These shall indicate the declared candidates for Chair and Vice Chair, with room for write-in candidates.
* The Vice Chair, as Acting Chair, shall introduce the candidates for Chair and request additional nominations. The candidates shall each be given a short time (nominally, three minutes) for a statement, typically to (1) summarize their qualifications; (2) state their commitment to participate and accept duties and responsibilities; (3) state their vision for the Working Group.
* The candidates shall leave the room. The floor shall be opened for discussion (nominally for five minutes).

The Acting Chair should attempt to ensure an emphasis on positive, rather than negative, statements about candidates. However, a negative statement about the past performance of candidates in Working Group assignments is acceptable.

The Acting Chair should limit the duration of comments to allow broad participation. If only one candidate is nominated, the Vice Chair may choose to sharply limit the debate. Afterwards, the candidates shall be invited back into the room.

* The process shall be repeated, with the Chair leading the process for the election of the Vice Chair.
* Afterwards, each Working Group Member may bring a completed, anonymous ballot to the Secretary, or a designated alternate. No proxy voting is permitted. This process shall take place in plain sight of the assembly.
* The Chair, Vice Chair, and Secretary, or as many of these as are present, shall immediately count the ballots, in plain sight of the assembly (or, if a recess is called, in the presence of any Members who wish to observe). The full numerical results shall be announced and included in the minutes.
* In order to be elected, a candidate must receive a majority (> 50%) of the votes cast in the election for the respective position.
* Should no candidate receive a majority in either election, a runoff election shall be held at the Working Group Closing Plenary meeting. The process shall be similar to the initial election, except that:
* Write-in candidates and new nominations shall not be permitted.
* In the runoff election, the nominated candidate having received the fewest votes in the previous election round shall not be an eligible candidate (in case a tie prevents this possibility, all the nominated candidates shall remain eligible).
* Each Working Group Member present shall be entitled to receive a paper ballot for each election round.
* Ballots shall be counted immediately. If the process is inconclusive, additional runoffs shall be held to narrow the list of candidates.
* If the runoff process proves inconclusive, the Chair has the discretion to re-open the election to the candidacy to all Working Group members. Should the runoff process not lead to the election of a Vice Chair, the election may be deferred to the next Working Group session, at the Chair’s discretion.

At the next available meeting opportunity, the WG Chair shall bring a motion before the LMSC Sponsor Executive Committee requesting confirmation, in accordance with the LMSC rules, of the elections.