

Rules and procedures for Election of NA62 Officers – for comments and amendments

Rules

At the Steering Committee of 2nd June 2016 the following decisions were taken:

1. All positions occupied by Officers of the NA62 collaboration shall be filled by election every 3 years;
2. The first election will take place during the second half of 2018 with new mandates coming into effect on 1st January 2019;
3. At each election, candidates will be sought from within the collaboration for all positions and all Officers currently in post may offer themselves as candidates for re-election;
4. Eligibility to vote is confined to one named person per collaborating institute, normally the person who represents the institute on the Steering Committee;
5. Ballots shall take place by E-Mail;
6. Election to each position shall be by a simple majority of those eligible to vote. In the event that a simple majority is not obtained for a position on the first ballot, the candidate with the fewest votes will be eliminated and the position re-balloted. This procedure will be repeated until one candidate has a majority of votes;
7. Officers include the Spokesperson, Technical Coordinator, Physics Coordinator, Chairs of the Editorial Board and Speakers Bureau, and such other positions as the Steering Committee may from time to time decide.

Intention

It is recognised that the NA62 collaboration is small and that elections and voting procedures should become neither unwieldy nor restrictive. Nonetheless, the Steering Committee on 2nd June 2016 recognised the positive merit of selecting the most suitable candidates for different phases of the experiment and giving those elected a positive mandate on behalf of the collaboration.

Procedure (proposal)

At it's meeting in June of the year when an election is due to take place, the Steering Committee shall select a group of 3 individuals to form a Selection Committee. This committee will select its own Chair. The mandate of the committee is as follows:

1. Circulate widely within the collaboration a request for nominations to all named positions. Nominations shall be seconded and the nominated person must agree to stand for election; self-nomination is not permitted except in the case of current office holders.
2. For all valid nominations, request from each candidate a brief (1 side A4) statement of the qualifications the candidate believes (s)he possesses for the position and a statement of how the candidate proposes to fulfil the role;
3. The closing date for receipt of nominations and supporting papers must be received by the Chair of the Selection Committee by 30th September.

4. The ballot will take place [by E_Mail] during October in order to have all positions filled by 31st October. The ballot should be sent to the members of the Selection Committee and the Selection Committee is responsible of counting the votes and announcing the outcome.
5. In the event that unfilled positions remain, the Selection Committee will use its discretion to seek the best candidates for the unfilled positions from within the collaboration.