



# 2026 ELECTION POLICY AND PROCEDURES

## PURPOSE

The purpose of this policy is to establish the rules and procedures governing the nomination, vetting, and election of national officers of The Honor Society of Phi Kappa Phi. These procedures are designed to ensure a fair, transparent, and consistent process that reflects the Society's commitment to excellence in governance.

## AUTHORITY

This policy is adopted pursuant to the Society's Bylaws, which authorize the Board of Directors to establish rules necessary to implement election procedures and govern the affairs of the Society.

## DEFINITIONS

- **Candidate:** An individual who has submitted required materials and is under consideration by the Governance Committee for potential inclusion on the election slate.
- **Nominee:** A candidate who has been reviewed, vetted, and approved by the Governance Committee and Board of Directors for inclusion on the official election slate.

## GOVERNANCE TRANSITION (2026 ELECTION CYCLE)

- The 2026 election cycle serves as a transition year to implement staggered terms for members of the Board of Directors and Student Representatives.
- Directors and Student Representatives are assigned initial terms of varying lengths to establish a staggered election cycle.
- Transitional term assignments may extend or shorten current terms and are determined by the Board of Directors based on voluntary agreement among its members.

## DELEGATE REPRESENTATION AND VOTING

- Each chapter appoints one (1) voting delegate to represent the chapter in national elections. Each delegate and each member of the Board of Directors has one (1) vote; individuals serving in both capacities shall have only one (1) vote. Voting is conducted by electronic ballot.
- The Governance Committee reviews and validates the credentials of all voting delegates prior to the commencement of the election.
- To support this process, national office staff review and verify delegate appointments in advance of the election.
- The voting period remains open for two (2) weeks, commences on August 1, 2026, at 12:01 a.m. (Central Time) and ends on August 14, 2026, at 11:59 p.m. (Central Time).
- A simple majority of appointed voting delegates constitutes a quorum.

## CANDIDATE SUBMISSION, REVIEW, AND NOMINEE SELECTION

- Expressions of Interest for Board service are accepted on an ongoing basis and reviewed periodically as part of a continuous recruitment and evaluation process.
- Individuals may be nominated for board service through self-nomination or nomination by another individual.
- All candidates are evaluated by the Governance Committee prior to each election.
- The Governance Committee reviews candidate qualifications and determines those to be advanced as nominees.
- Approved nominees are presented to the Board of Directors for final approval and inclusion on the official election slate.
- Only approved nominees included on the official slate are eligible for election.
- Chapters are encouraged to identify and support qualified candidates for current and future election cycles.

## REQUIRED NOMINATION MATERIALS

- All nominees approved by the Board of Directors for inclusion on the election slate must submit the following materials for consideration:
  - Completed nominee form, including biographical information
  - High-resolution headshot photograph
- Only materials submitted by approved nominees are distributed to voting delegates and posted on the Society's website.
- Nominee materials are made available no fewer than thirty (30) days prior to the start of the election.

## CAMPAIGN AND CONDUCT STANDARDS

- No campaign materials other than official nominee materials may be distributed or displayed. This includes, but is not limited to, social media posts, presentations, or promotional content.
- Nominees and members must refrain from overt or political-style campaigning.
- Members may seek and hold only one office at a time.
- No qualified member seeking office through the prescribed nomination process should be discouraged from participating.

## VOTING PROCEDURES

- Voting is conducted electronically by authorized chapter delegates.
- Delegates are expected to review all materials provided for approved nominees prior to casting a vote.
- If no nominee receives a majority of votes in the initial round:
  - The nominee receiving the fewest votes is removed from the ballot
  - Additional rounds of voting are conducted until a nominee receives a majority
- In the event of a tie, a re-ballot is conducted.

## ELECTION INTEGRITY AND PARTICIPATION

- Chapters are encouraged to promote broad participation and support a diverse and representative slate of nominees and should consider submitting candidates for consideration in future elections.

- Nominees not elected are recognized for their service and are encouraged to remain engaged in the Society and pursue future leadership opportunities.

## **ELECTION TIMELINE**

- The electronic election opens on August 1, 2026, at 12:01 a.m. (Central Time).
- The voting period remains open for two (2) weeks and ends on August 14, 2026, at 11:59 p.m. (Central Time).
- Additional election details, including voting access instructions, are communicated to voting delegates in advance of the election.

## **POLICY REVIEW**

This policy will be reviewed periodically by the Board of Directors and Governance Committee and updated as necessary to ensure alignment with the Society's Bylaws and governance practices.

Policy Effective: 2026 Election Cycle

Approved by: Executive Committee of the Board of Directors

Approved on: April 9, 2026