

ASSOCIATION OF AFRICAN UNIVERSITIES

12th GENERAL CONFERENCE, ABUJA 2009

Proposed Rules of Procedure for Elections

SECTION 1 - NOMINATIONS

General

1. Nominations for election to the positions of President, Vice-President and Member of the Executive Board of the Association of African Universities shall be invited from members of the Association in accordance with the Association's Constitution and Bye-Laws.
2. Nominations shall be submitted in writing by the Executive Head of an AAU Member in good standing (not more than two years in arrears of membership subscription payments) and sent to the Secretary-General of the AAU, prior to the General Conference in 2009.
3. All nominations shall include brief curriculum vitae of the candidate together with a signed letter of commitment to serve the Association.
4. If necessary, the Executive Board and the Election Committee may take measures to solicit additional nominations.

Nominations for the office of President or Vice-President

5. The General Conference elects the President and three Vice-Presidents for a term of four years.
6. Duly accredited representatives of members of the Association in good standing shall be invited to submit their candidacy or make nominations in writing for election to the office of President or Vice-President of the Association, no later than **20 April 2009**.
7. Nominations for election to the office of President shall be seconded by **at least five (5)** duly accredited representatives of members in good standing, who shall have secured the consent of the candidate and who shall not nominate more than one candidate.
8. Only serving Executive Heads of members of the Association in good standing, and physically present at the General Conference, are eligible for election as President or Vice-President.
9. The outgoing President and the Vice-Presidents are not eligible for re-election.
10. A candidate nominated for election as President or Vice President would be considered as having also been nominated for election to the Executive Board, unless the candidate expressly requests otherwise in writing.

11. The Secretary General shall make the names and all supporting documents of the candidates for election to the office of President and Vice President available to the Election Committee. These will be made public no later than 11:00 am on the second full day of the General Conference.

Nomination of Members of the Executive Board

12. The General Conference elects eleven Members and eleven Alternate Members of Executive Board for a term of four years.
13. All nominations for election to the Executive Board shall be seconded by at **least two (2)** duly accredited representatives of members in good standing, who shall have secured the consent of the person nominated, and sent in not later than **20 April 2009**.
14. Only serving Executive Heads of members of the Association in good standing, and actually present at the General Conference are eligible for election as Members or Alternate Members of the Executive Board.
15. Members of the outgoing Executive Board who have held office for two consecutive periods between General Conferences are not eligible for re-election as Executive Board Members.
16. All duly nominated candidates for the Executive Board shall be equally eligible for election as Members or as Alternate Members and any preference expressed by those who nominate them shall not be binding on the General Conference or on its Election Committee.
17. The total number of the candidates nominated should be at least the same as the number of Board and Alternate Board Member seats to be filled.
18. The Secretary General shall make all names and supporting documents of candidates for election to the Executive Board available to the Elections Committee. The list will be made public on site no later than 11:00 am on the second full day of the Conference.
19. If the number of candidates for election to the Executive Board is lower than that needed to provide a Member for each seat and the required number of Alternate Members, the period for the receipt of nominations shall be extended to 10:00 am of the second day of the Conference.

SECTION II - ELECTIONS COMMITTEE AND VOTING

20. An Elections Committee composed of five (5) duly accredited representatives of members of the Association in good standing shall be constituted by the Executive Board on a recommendation from the President before the start of the General Conference. The President should normally be a member of the Elections Committee and should chair the Committee.
21. The Elections Committee shall vet the nominations from the valid candidatures and, in consultation with the regional caucuses, propose candidates for election
 - (i) to the office of President
 - (ii) to the office of Vice-President (3)

- (iii) as Member of the Executive Board
- (iv) as Alternate Member of the Executive Board

22. In the election of the President, the Vice-Presidents and Members of the Executive Board, regional representation and gender balance shall be taken into consideration.
23. On the second full day, the General Conference shall first elect the President and Vice-Presidents of the Association, and then elect the Members and Alternate Members of the Executive Board.
24. Voting, when necessary, shall be by secret ballot. Each Member in good standing, and having a duly accredited representative actually present, shall have one vote. A representative may not exercise more than one vote despite the number of Members she or he may represent.

Election of President

25. Before proceeding to the election of the President, the Conference shall receive a report from the Chair of the Elections Committee who shall submit the name of the candidate or candidates, it proposes for election.
26. In the case of only one candidate proposed by the Elections Committee, and in the absence of other duly nominated candidates, the candidate proposed by the Elections Committee shall be declared elected.
27. If there is more than one candidate, the Conference shall carry out the election of the President by means of ballot papers, which shall set out:
 - (i) The name of the candidate (or candidates) proposed by the Elections Committee
 - (ii) The names, in alphabetical order, of all other duly nominated candidates, if applicable.
28. If no candidate obtains an absolute majority of the votes cast, a second ballot shall be held, in which the names of the two candidates who obtained the highest number of votes in the first ballot shall be re-presented. The candidate then securing the highest number of votes shall be declared elected.

Election of Vice-Presidents

29. Before proceeding to the election of the Vice-Presidents, the Conference shall receive a report from the Chair of the Elections Committee who shall submit the names of the candidates it proposes for election.
30. In the case of only three candidates proposed by the Elections Committee, and in the absence of other duly nominated candidates, the candidates proposed by the Elections Committee shall be declared elected, provided that not more than one Vice-President shall be elected from any one region, and no Vice-President shall be elected from the same region as the President.
31. If there are more than three candidates, the Conference shall carry out the election of the three Vice-Presidents by means of ballot papers, which shall set out:
 - (i) The names of the candidates proposed by the Elections Committee

- (ii) The names, in alphabetical order, of all other duly nominated candidates, if applicable.
32. The three candidates securing the highest numbers of votes shall be declared elected, provided that not more than one Vice-President shall be elected from any one region, and no Vice-President shall be elected from the same region as the President.

Election of Members and Alternate Members of the Executive Board

33. Before proceeding to the election of the Executive Board, the Conference shall receive a report from the Chair of the Elections Committee who shall place before it the names of the candidates it proposes for election as Members and Alternate Members of the Board together with a list, in alphabetical order, of all other valid candidatures. The Chair shall also make a statement on the considerations, which guided the Committee in the formulation of its proposals.
34. The Conference shall carry out the election of the Executive Board employing a ballot paper on which shall appear the names of the candidates proposed by the Elections Committee as Members and Alternate Members.
- (i) Approval of the proposals of the Elections Committee will be expressed by returning the ballot paper with a mark in the space provided.
 - (ii) A desire to modify a proposal of the Elections Committee will be expressed by deleting the name of the candidate in question and by substituting for it the name of another candidate from the same geographical region.
35. For each seat, the candidate securing the highest number of votes for election as Member and the candidate receiving the highest number of votes for election as Alternate Member shall be declared elected.
36. In the event of two or more candidates receiving an equal number of votes for election to a seat as Member or as Alternate Member, the matter shall be referred to the Elections Committee for decision.

SECTION III - PERIOD OF OFFICE

37. The President, Vice-Presidents and the Members and Alternate Members of the Executive Board shall hold office from the time of their election on the last day of the General Conference until the last day of the following General Conference.

08 September 2008