



NATIONAL SOCIETY OF BLACK ENGINEERS

**NATIONAL ELECTIONS AND
CAMPAIGN PRACTICES
CODE**

**VERSION 1.0
APRIL 2025**



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National Elections and Campaign Practices Code

The National Elections and Campaign Practices Code (herein referred to as the Code) outlines all guidelines listed in the National Constitution and National Bylaws pertaining to the conduct of members seeking election to any National or Regional Executive Board or seeking support for a particular ballot measure. This document shall be made available to all candidates running for a position on any National or Regional Executive Board and all members promoting a ballot measure.

Section 1: Campaign Conduct

- A. Campaigning shall be defined as the dissemination of printed material, commercial ads, and public speeches and displays regarding any candidate or ballot measure.
 - 1. The actions of any office holder of the Society, done while discharging their duties, shall not be considered campaigning.
- B. Campaigning may not begin until the applicant has received official notice from the National Parliamentarian that they are a Candidate or that the amendment proposal has been accepted as a ballot measure.
- C. For Professionals, campaigning may not begin until the applicant has received official notice from the National or Professionals Parliamentarian that they are a Candidate or that the amendment proposal has been accepted as a ballot measure.
- D. No Candidate shall use any Society resources for campaigning purposes unless all candidates have equal access to these resources and such access is announced in this Code or by a ruling of the Elections Committee. Failure to obey this provision shall be grounds for disqualification.
 - 1. Examples of violation of this rule include, but are not limited to:
 - i. Using WHQ staff, resources, or supplies in support of campaigning (e.g. NSBE owned emails)
 - ii. Sending emails, messages, announcements, or other correspondence via NSBE sponsored listservs
 - iii. Postings on www.nsbe.org or any of its affiliate web pages unless approved by the National Parliamentarian
 - iv. Using members of the National Executive Board, Professionals Executive Board, National Advisory Board, Regional Executive Board, or Regional Advisory Board for campaign funding, supplies, or resources. This includes passing out information in person or via any social media outlets (Facebook, X (Twitter), Instagram, etc.) or wearing paraphernalia bearing the name of a candidate or proposal.
- E. All campaign materials shall bear the name of the candidate who has published it. Failure to obey this provision shall be grounds for disqualification.



- F. All campaign material for or against a national ballot item (i.e. Constitutional or Bylaws proposal) shall bear the name of the person or persons who have published it. Failure to obey this provision will result in the disposal of the material and possibly jeopardize the item remaining on the ballot.
- G. Campaigning at the Annual Convention
- H. The following events or locations are off limits for active campaigning:
 - 1. Senators' or Delegates' Workshop (inside the room)
 - 2. Senators' or Delegates' Lounge
 - 3. NSBE Business Meetings
 - 4. All activities devoted to senators or professional delegates only
- I. Campaigning on Election Day
 - 1. Any attempt by a candidate to subvert or unethically influence the election shall be grounds for disqualification.
 - 2. Any actions of candidates that impede an election official in the discharge of their duties shall be grounds for disqualification.
 - 3. Any deliberate violation of any ruling of the Elections Committee shall be grounds for disqualification.
 - 4. A plea of ignorance shall not be considered a valid defense to an infraction of any rule as specified in this Code or as a ruling of the Elections Committee.
 - 5. Disqualifications shall only be based on rules specified in this Code or on rulings of the Elections Committee.

Section 2: Rulings of the Elections Committee

- A. The Elections Committee shall be empowered to issue supplemental rulings elaborating or clarifying the election guidelines as specified in the Code.
- B. All rulings shall be distributed to each candidate and made available upon request. All candidates shall be assumed to have read the ruling within twenty-four hours after its distribution.
- C. The National Parliamentarian shall be the only official of the Society empowered to offer official advice to candidates on matters pertaining to the Code.



Section 3: Financial Disclosure

- A. Financial disclosure statements serve to promote transparency and accountability by requiring candidates to reveal their financial interests. The process helps identify and mitigate potential conflicts of interests, ensuring that board decisions are made in the best interest of the organization and its mission.
- B. A financial disclosure statement shall be an accurate and complete accounting of all campaign expenses and campaign income (including the sources of any income) of any candidate via a format designed at the discretion of the National Parliamentarian.
- C. Each candidate must file with the National Parliamentarian a projected financial disclosure statement one week prior to the Annual Convention and a final financial disclosure prior to the start of voting.
- D. Candidates incurring no election expenses must still file both financial disclosure statements.
- E. Failure to submit both financial disclosure statements shall be subject to penalty at the discretion of the Elections Committee.

Section 4: Disqualifications and Other Penalties

A. General

- 1. No candidate may be subjected to a hearing twice for a violation stemming from the same act.
- 2. The term "grounds for disqualification" shall mean that the Elections Committee may use the act or acts so specified as reasons for disqualification, but they shall have the discretion to decide whether to initiate or continue disqualification proceedings. Specification of an act as grounds for disqualification does not mean that disqualification is automatic, even if a candidate is found to have committed such an act; nor shall any elections officer be required to recommend disqualification in such a case.

B. Hearing

- 1. All meetings of the Elections Committee shall be closed to the public, but an accurate transcript of all transactions shall be kept by a Secretary appointed for this purpose by the National Parliamentarian, except that the candidate being discussed can attend the meeting.
- 2. At the hearing, the candidate may present whatever evidence desired to the Elections Committee.
- 3. At the conclusion of any presented evidence and questioning from the Elections Committee, the candidate is then dismissed from the hearing so the Elections Committee may begin deliberations.

C. Recommendation of Disqualifications

- 1. If the Elections Committee determines that a Code or election violation has occurred, it may disqualify the candidate or impose another penalty as is appropriate. Other penalties which may be imposed are reprimand, censure, or suspension for a specified period of time.



2. Any penalty imposed by the Elections Committee may be overturned by a two-thirds vote of the membership of the National Executive Board.
3. The minutes of all hearings pertaining to the impositions of penalties shall be made available to the National Executive Board.

Section 5: Running from the Floor

A. Purpose

1. Running from the Floor (RFTF) is a recognized process within NSBE for Regional and Regional Professionals Executive Boards that allows eligible members to be nominated for an elected office during elections.
2. National and National Professionals Executive Boards are prohibited from this process.

B. Notification

1. Regions allowing RFTF must notify the National Parliamentarian no later than one (1) week prior to the start of Annual Convention. Regions that fail to provide notification shall forfeit their opportunity to allow RFTF.
2. Regions shall not formally communicate RFTF via official communication mediums earlier than the Sunday prior to the start of the Annual Convention; however, Regional Executive Board members may send individual notices at the discretion of their Regional Elections Committee (REC).

C. Rules

1. A member shall not nominate more than one person per office until everyone who wishes to nominate someone has had the opportunity to do so.
2. Nominations must be opened for either all positions or only vacant positions unless otherwise determined by the respective REC.
 - i. The determined rule shall be applied to all positions.
3. A member shall not accept a nomination to more than one office unless otherwise allowed in the applicable Regional Bylaws.
4. Additional rules may be determined by the respective REC.
5. All rules for RFTF shall be communicated to the Region at the first Regional Meeting during the elections cycle and before RFTF commences.

D. Nominating Procedure

1. The Chair calls for nominations from the floor, but only after the REC gives their official report and announces the rules for RFTF.
2. Any member nominating someone from the floor does not need to be recognized by the Chair but must rise to address the body.
3. The Chair must call for nominations for each open position in succession three (3) times before closing that position for nominations. The call cannot be done via a slate.
 - i. Call for nominations must be done in reverse order as listed in the respective Regional Bylaws.



ii. Call for nominations may be opened, conducted, and closed via the following format (C: Chair, M: Member, N: Nominee):

1. First Call for Nominations

- a. C: “The floor is now open for the position of _____. Are there any nominations?”
- b. M: “I nominate _____.
- c. C: “_____ has been nominated. Do you accept?”
- d. N: “I accept the nomination.”
- e. Note: Nominee must accept the nomination to be an approved candidate.

2. Second Call for Nominations

- a. C: “The floor is still open for the position of _____. Are there any nominations?”

Note: To be used if there were no nominations in the first round.

OR

C: “Are there any further nominations from the floor for the position of _____?”

Note: To be used if there was a nomination in the first round.

- b. M: “I nominate _____.
- c. C: “_____ has been nominated. Do you accept?”
- d. N: “I accept the nomination.”
- e. Note: Nominee must accept the nomination to be an approved candidate.

3. Final Call for Nominations

- a. “This is a final call for the position of _____. Are there any final nominations?”
- b. M: “I nominate _____.
- c. C: “_____ has been nominated. Do you accept?”
- d. N: “I accept the nomination.”
- e. Note: Nominee must accept the nomination to be an approved candidate.

4. Closing Nominations

- a. C: “Without objection, nominations for the position of _____ are closed.”
 - i. Requires 2/3 majority vote to close nominations if consensus is not met.
 - ii. Requires majority vote to reopen nominations once closed.



- iii. Nominators and seconders may speak towards their nominees' credentials after they have been recognized by the Chair as dictated in the rules established by the respective REC.
 1. Although a second is not required, it is not out of order if provided.
- iv. The above process shall be repeated for each approved position until all nominations have been considered.

E. Verification

1. Candidates shall be verified in accordance with the National Verification Policy.

Section 6: Certification of Regional Elections

A. Purpose

1. The National Parliamentarian shall certify the results of each Regional Executive Board election to ensure that each regional election process, and candidate, adhered to all applicable provisions of the National Constitution, National and Regional Bylaws, National Verification Policy, and this Code, and that votes have been accurately tallied and recorded.

B. Certification Process

1. Secure and review the election results from the Regional Parliamentarian.
2. Evaluate whether the election was conducted impartially and without any violations to NSBE's established rules that could compromise its legitimacy.
3. If any inconsistencies or discrepancies are found, consult with the Elections Committee to resolve them promptly.
4. Upon confirmation of compliance with these criteria, the National Parliamentarian shall issue a preliminary verbal certification of the Regional Election indicating the final vote counts are accurate, complete, and duly recorded.
 - i. The preliminary verbal certification must occur prior to the public announcement of regional election results.
 - ii. In the absence of the preliminary verbal certification, regional election results shall not be considered final until such a time that the process is resolved, and the preliminary verbal certification has been issued.
5. No later than ten (10) business days following the close of the Annual Convention, the National Parliamentarian shall issue a formal certification of each Region's election to their Chairperson and Parliamentarian. The formal certification shall confirm the preliminary verbal certification and include, but not be limited to:
 - i. Names of elected candidates,
 - ii. Positions secured,
 - iii. Confirmation of verified and eligible votes cast, and
 - iv. Confirmation of eligibility and procedural compliance.



National Elections and Campaign Practices Code Certification

This section is to certify that all candidates seeking office have read and will uphold the guidelines provided in the Code. In addition, there are basic principles of fair practices, decency, and honesty that every candidate has an obligation to observe and uphold; in order for the NSBE senate and delegates to exercise their right to a free and clear choice.

THEREFORE:

- I shall recognize and uphold the National Elections and Campaign Practices Code and encourage my campaign committee to do the same.
- I shall not use or tolerate the use of character defamation, whispering campaigns, libel, slander, or scurrilous attacks on any candidate or their personal or family life.
- No campaign material shall contain content that misrepresents, distorts, or otherwise falsifies the facts, nor should it use malicious or unfounded accusations that aim at creating or exploiting doubts, without justification, as to the personal integrity or character of opposing candidates.
- I shall defend and uphold the right of every qualified senator to full and equal participation in the voting process and will not engage in activity aimed at intimidating senators from voting.
- I shall not permit or appeal to negative prejudice based on race, sex, sexual orientation, religion or national origin.

***To submit this certification please check the box on the Candidate Application Form distributed by the National Parliamentarian.**

**** Professionals: Please certify that you have read and understand the Code by checking the box on the Candidate Application Form as distributed by the National Professionals Parliamentarian.**



Version Control

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| 1.0 | April 2025 | Established the National Elections and Campaign Practices Code. | Obum Egolum, 2023-2025 National Parliamentarian |
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