

AAPT POLICY FOR MOTIONS/DISCUSSIONS/VOTING BY ELECTRONIC MEANS AT A DISTANCE

[In practice as email voting policy since 3/2001; adopted by the Board 8/1/2002;
made a standing policy of the Board 2/20/2009;
modified by Board vote 7/28/2011 (to reflect technology other than email).]

An important principle: in general, electronic discussion and voting is used as short-cut for regular meetings and balloting procedures. Care must be taken that it does not displace deliberation, discussion and debate when that is useful, nor deny members of the group fair opportunity to have their views heard before minds are decided.

1. The electronic mechanism used (e.g., e-mail, list-serve, electronic discussion board) for all participants must be complete and available to all participants.
2. Any member of the AAPT Board may initiate a discussion.
3. Any Board member can make a motion. A motion does not require a second.
4. The person making the motion or that person's designee shall be the moderator of the discussion/motion. The discussion and then vote shall take place by the same mechanism as the motion (i.e., if the motion is made via a discussion board, that is where the discussion and voting shall take place).
5. The discussion should be titled and replies should be numbered consecutively as much as possible to help people follow the line of the discussion.
6. When a motion is made, the maker of the motion shall specify a time period in which discussion and exchange will place before votes are cast. Time period is normally one week. The time period needs to be long enough to allow all participants reasonable opportunity to join the discussion and to read and respond to the views of others before having to vote.
7. When discussion has closed, the moderator of the discussion shall call for a vote and shall specify a time period for the voting so that it is clear when voting has ended and non-responders are counted as not voting. (This period can be much shorter than the discussion period as little or no turn-around is necessary.)
8. The period for discussion and/or the period for voting may be extended once for a period of up to three days by the request of two members of the Board.
9. Only the current members of the Board vote.
10. Each Board position gets ONE vote. However, anyone who holds two (or more!) Board positions at the time of a vote gets only ONE vote.
11. The moderator of the discussion/vote casts a ballot last and only to break a tie.
12. A motion passes if and only if it receives at least a majority (50%+1) of the Board with voting privileges voting in favor.