

**STANDING RULES
Of the
NATIONAL EDUCATION ASSOCIATION OF NEW MEXICO RETIRED**

RULE 1. ORDER OF BUSINESS AND DEBATE

- A. The adoption of the order of business of the General Membership meeting shall be the first item of business.
- B. The General Membership meeting shall be conducted in accordance with provisions of the NEA-NMR Constitution, Bylaws, and the Standing Rules. Robert's Rules of Order Newly Revised shall govern matters not specifically governed in these documents.
- C. A copy of the motion or amendment shall be given in writing to the chair on the form provided.
- D. Any person, chairperson, or member who is presenting a committee report shall not speak more than five (5) minutes unless permission is granted by majority vote of the General Membership.

RULE 2. PROCEDURES FOR SUBMITTING BUDGET AMENDMENTS

- A. The adoption of the budget shall be by vote of the General Membership after consideration of all new business items.
- B. Budget committee shall hold at least one (1) open hearing on the proposed budget at a time and place to be announced in the newsletter.
- C. Amendments to the budget shall be submitted in writing with an economic impact statement and reconciliation changes in all areas of the budget. A form for amendments shall be available from the platform at the open hearing. Such forms shall be completed and returned to the chair of the Budget Committee before the close of the open hearing.

RULE 3. AMENDMENTS

A. Constitution and Bylaws

- 1. Proposed amendments to the Constitution and/or Bylaws shall be submitted to the Committee on Constitution, Bylaws and Rules in writing and in accordance with Article VI of the Constitution.
- 2. Amendments to the Constitution and Bylaws shall be revised and, if necessary, edited by the committee on Constitution, Bylaws and Rules. The editing responsibilities of this committee shall include (a) combining two or more

amendments of a similar intent into a single amendment, if the final amendment is agreed to by the contact person for each group making the original amendments involved; (b) printing identical amendments as a single amendment with the contact person(s) of each listed with the amendments; and (c) dividing an amendment at the discretion of the Committee and with the consent of the contact person(s) to enable the component parts of an amendment to be voted upon independently of each other.

3. Titles of amendments to both the Constitution and Bylaws appearing on the printed ballot shall summarize the intent of the amendment including the significance of the deletions as well as the changes and/or additions. The Committee on Constitution, Bylaws, and Rules shall compose this material.

B. Standing Rules

1. Submission.

- a. A proposed amendment to the Standing Rules shall be presented in writing to the committee on Constitution, Bylaws, and Rules, postmarked no later than thirty (30) days preceding the General Membership meeting.
- b. The General Membership may then amend the Standing Rules by a majority vote of the members present.

2. Suspension of a Standing Rule

By a motion from the floor, a Standing Rule may be suspended or amended without notice by a two-thirds (2/3) vote of those present and voting.

RULE 4. ELECTIONS COMMITTEE PROCEDURES

A. Candidates

1. Open nominations will be used to fill any elected position.
2. The Election Committee must receive the declaration of candidacy for the offices of NEA-NMR President, Vice President, Secretary/Treasurer, Region Board of Directors, and delegates to the NEA-NM Delegate council by the date established by that Committee.
3. Candidates may receive, upon request, a contact list of all NEA-NM retired members. Such candidates will only use the list for campaign purposes.
4. Within fifteen (15) days, the candidates will receive a copy of these election rules as well as the elections calendar from the NEA-NM Retired Election Committee.

B. Timelines

1. The elections committee, when establishing timelines and procedures, will include an opportunity for write-in candidates in every position.
2. Adequate time must be allowed for the voting process. Members will have thirty (30) days from date of distribution for voting and mailing in their ballot.

C. Ballots

1. Directions for voting will be clearly stated on the ballot by the elections committee.
2. Clearly defined instructions on ballot for the voting of a region's Board of Directors especially in regards to members who reside out of state.

D. Candidate Statements

1. The candidates for president, vice president, secretary/ treasurer, and the region board of directors may submit a statement of no more than 150 words in length. These will be on a separate candidates' statement page inserted with the ballot.
2. No candidate may place a statement of candidacy in any NEA-NM, NEA-NM Retired, or NEA publication except as stated in D1 above.

E. Runoff Elections

1. Candidates for Executive offices and region board of directors must receive a majority of the valid ballots in order to be elected.
2. If no candidate receives a majority vote, runoff elections shall be held within thirty (30) days following the report of the Elections Committee. The order of the names of the two persons receiving the most votes will be determined by lottery on the runoff ballot, and election procedures will parallel those of the first election.

F. If the number of candidates equals the number of positions to be filled, the elections committee shall declare such candidate(s) elected by acclamation after the deadline for nominations has closed. Those elected positions will be declared on the ballot.

G. The NEA-NM Retired Board of Directors shall certify election results within 30 days of the completed election. This may be done in a scheduled meeting, by a conference call, or by email vote. Within one week of being approved by the board, the results will be posted on the NEA-NM website in the Retired section.

H. Appeals

1. Candidates or members may appeal the validity of the election results.

2. All appeals regarding elections shall be directed initially to the NEA-NMR Board of Directors no later than ten (10) calendar days after the elections committee's tabulation and announcement of the election results. The Board shall render a written decision within thirty (30) calendar days of notification of the appeal. The decision of the Board may be appealed to the Review board whose decision shall be final.

RULE 5. Definition of Election Terms

- A. Open Nomination procedure** shall mean a procedure by which every eligible NEA-NM Retired member shall have the opportunity to nominate any NEA-NM Retired member who meets the qualifications for elective position.
- B. Secret Ballot** shall mean a procedure for voting, whether a paper ballot or electronically in which the voter may cast the vote in secrecy.
- C. Majority vote:** Shall equal 50% plus 1 of the ballots cast.
- D. Valid ballot:** In the case of elections, a valid ballot shall be (a) ballot cast by member for a person nominated for office; (b) cast for no more than the maximum number of positions to be filled; (c) cast in a manner that clearly indicates the voter's choice. In the case of a vote on any issue placed on a ballot, a valid ballot will be a ballot clearly cast for or against the issue. (d) cast in a manner consistent with the elections procedure and calendar for the particular election.
- E. One-Person-One-Vote Principle** shall mean a voting procedure by which the vote of each member of the constituency has equal weight.
- F. Election by Secret Ballot for each Individual Position** shall mean that slate voting shall not be permitted.