



SHPE

Leading Hispanics in STEM

North Carolina
State University

Welcome all to the Chapter Elections- Chapter Webinar Breakout!

March 12th, 2025

Presenters



Erik Modesto Reyes
Chapter President
Electrical & Computer Engineering



Joshua Chavez-Arellano
Administrator Officer
Mechanical Engineering



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Elections



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Establishing Election Timeline

- **Plan ahead of time**
 - Start thinking about it during *Winter Break*
 - Know when to have elections by *early January*
 - Have updated information for all positions, nominations and elections by *end of January*
 - Executive Board & Chapter Advisor must approve the chapter guidelines by *mid-February*
- **SHPE National Deadline: April 15th**
 - Have enough time to do Chapter Transitions before end of semester / year



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Election Timeline

Open E-Board Meetings

- **SHPE members have the opportunity to attend an Open E-Board Meeting**

Begin early February

Interest E-Board Meeting

- **SHPE members that intend to run for a leadership position MUST attend the Interest E-Board Meeting**

Host the event in late February / early March



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Election Timeline

Application Opens

- **Nominations for Executive Board positions opens up at GBM / event**
- **Google Form Application / Ballot**

Begin late February / early March

Application Closes

- **Nominations for Executive Board positions closing**
- **Verify requirements**

Finish by mid-March

Election Day

- **Have to attend a Townhall event**
- **Nominees will present a ~5 minute pitch**

Host the event in mid / late March



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Election Timeline

Voting Period

- Short period for voting (3 days)
- Must pay National Dues

Opens up after the event

Results Period

- Examine the voting results
- Chapter Advisor will verify the final results

Can take up to ~ 1 Week

Callbacks / Announcements

- Executive Board members will announce the new leadership team
- Chapter Transitions before end of year



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Membership Engagement

Open Executive Board Meetings

- Opportunity for members to see how an Executive Board meeting is run
- Provide insights on the business aspect

Interest Meeting for Executive Board

- Go over the guidelines & expectations for our SHPE Chapter
- Eligibility requirements
- Talk about each positions and their tasks
- Send all information after the event



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Election Procedure Guidelines



Be in Good Academic & Disciplinary Standing



Be enrolled as a full-time student.



Must have at least a 2.0 cumulative GPA.



Nominees must complete their application and paid their National Dues by the deadline of the applications



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Election E-Board Expectations

● Required to attend Weekly E-Board Meetings.

● Attend every General Body Meetings (GBM), if applicable.

● Plan and execute chapter events through the academic year.

● **MUST NOT** serve or hold another leadership position in another student organization on-campus.



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Campaign

- **Cannot campaign in personal social media or in any SHPE Chapter social media platform**
 - Ex: GroupMe/WhatsApp, Instagram, LinkedIn
- **Cannot use any SHPE and local chapter logos**
- **Respect all members running for any positions**

During Election Day

- **All nominees will present a 5 minutes (max) presentation pitch**
 - Each nominees will only have one slide

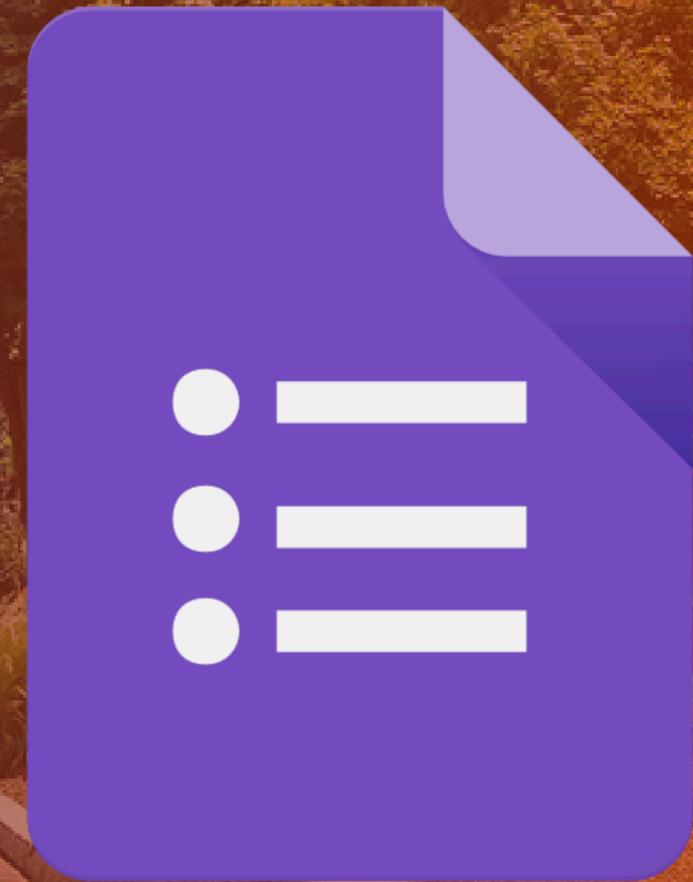


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Voting Period

- After the final presentation, the QR Code for Voting will be presented
- For your vote to be considered
 - You must pay your *National Dues*
 - You must use your *school email*
- All SHPE Members will fill out the Google Form to vote
- Voting will be open for 3 Days



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Fairness & Compliance

- **Once the Voting Period Closes**
 - **The Chapter President and Chapter Advisor have one week to schedule a meeting to verify all votes**
 - **Both parties will address any misconducts presented during Election Day**
 - **Chapter President will notify the winners (individually)**
 - **After confirming, Chapter President will make a public announcement**



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Reflection on Challenges and Improvement

- Had our Chapter Advisor more involved during the Election Procedures
- Commitment conversations
- Transitions before end of semester / year



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Q&A