

2023 KUNM RADIO BOARD ELECTION GUIDELINES

A. Who can vote:

KUNM members who have contributed at least \$20.00 between February 3, 2021 and February 2, 2023 can vote. KUNM professional and volunteer staff (referred to collectively as "Staff") active at KUNM as of February 2, 2023, can vote.

B. Nominations of Candidates:

According to the Bylaws of the KUNM-FM Radio Board, candidates in this election shall not be "*a past or present paid staff member or a volunteer who has been actively involved with KUNM-FM for one year prior to the terms for which they are selected.*" In review of the Bylaws, the Provost has established that UNM students, staff and faculty can be appointed by their own constituency, and therefore are ineligible to nominate themselves for elected positions.

Candidates must nominate themselves and fulfill the following requirements:

1. Be able and willing to attend Radio Board meetings and participate on its committees. Meetings are held in-person and virtually. People living at a distance from KUNM are welcome to nominate themselves and serve by virtual connections
2. Submit, at the time of nomination, a one-page document listing your name and the community in which you reside, a 100-word biographical sketch and a 100-word statement about your reasons for wishing to serve on the Radio Board. Candidates should e-mail this to the UNM Secretary - kunmelect@unm.edu - in accordance with the nomination deadline. These statements will be displayed on the KUNM.org website for voter information.
3. Separately, candidates may include longer bios and statements in their e-mail nomination for posting online at the KUNM web page. There are no limits to the number of words or images for the postings. If you are a potential candidate and you do not use a computer, please call the University Secretary (277-4664) as soon as possible to request assistance with your nomination. We can scan printed material if it arrives in the mail by the nomination deadline.
4. Radio Board members can serve up to two terms according to the Radio Board Bylaws.
5. Nominations must be received at the office of the Secretary of the University at UNM no later than 5:00 pm on February 15, 2023. Nominations may be e-mailed to -- kunmelect@unm.edu. Nominations may not be sent to KUNM.
6. Nominees may withdraw by contacting the University Secretary no later than 5:00 pm on February 21, 2023.

KUNM is an affirmative action/equal opportunity community radio station with a long and deep commitment to diversity and inclusion. People from all walks of life are encouraged to participate; a broad array of points of view and philosophies are welcome.

C. Who is in charge of the election:

The University of New Mexico Office of the Provost is in charge. For this election, the Office of the University Secretary (277-4664 and kunmselect@unm.edu) will receive the nominations and ballots. The election period (nominations and voting), will be run for about ten weeks. The Secretary's Office is in Scholes Hall Room 103 on the UNM campus. Election information is also posted at www.kunm.org/about.

D. Ballots:

There will be one kind of non-reproducible ballot design. This ballot will be mailed to KUNM contributors, KUNM Staff and Volunteers. Only ballots returned with the original mailing label will be accepted as authentic.

Ballots will only contain the names of the candidates with a check box to record your vote. You will vote for four (4) people. The ballot will refer voters to our online posting of the nomination materials for each candidate. Printed ballots will be mailed to eligible voters starting on March 3, 2023.

If you are an eligible voter but do not have access to the candidates' online nomination material, we will mail the material to you. You must call and request printed candidates' material will ahead of the voting deadline on March 29, 2023. Requests for printed ballots will not be taken after March 20. Printed candidates' material can be requested from the Office of the University Secretary at UNM (505) 277-4664.

Ballots must be received at the University Secretary's office by 5:00 p.m. on March 29, 2023. Ballots may be mailed or hand-delivered to the University Secretary. Photocopied ballots and faxed ballots will not be accepted. KUNM will not accept any ballots. The University Secretary will cross-check each ballot received against the listing of actual ballots mailed.

Once a ballot has been checked, it will be sealed in a locked ballot box. On the announced date, the ballots will be counted by election workers. An election judge from UNM's senior administration will be available to rule on any questionable ballots. Candidates will be allowed to observe the counting process.

Please Note: In the event that there are four or fewer nominations for the four open Board positions, a ballot will not be produced or mailed to subscribers and staff. Instead, the nominees will be invited by the Provost to serve a full term on the Board.

E. Publicity:

Notices of candidate nominations, voting, and deadlines for all phases of the election will be placed in KUNM's electronic program guide "Zounds" and on the KUNM website (www.kunm.org). KUNM will air recorded announcements about election and nomination procedures.

F. Role of KUNM staff:

KUNM will designate a staff person to work with the organization running the election. These duties may require the help of other KUNM staff, but this person will serve as the primary designee. This person will work with the election organization concerning election deadlines and will help record announcements and educate KUNM staff about the election procedures.

KUNM's staff may:

- air pre-recorded announcements dealing with election procedures.
- encourage listeners to vote.
- inform listeners about election procedures.
- explain the purpose of KUNM's Radio Board and Bylaws to listeners.

KUNM's staff may not use airtime or KUNM's online resources to endorse candidates or make comments about candidates during the election process.

G. Board vacancies of elected positions:

Article 4.6 of the Bylaws of the KUNM-FM Radio Board reads as follows:

"Elections will be conducted every two years to fill four (4) elected community positions plus two alternates. Election rules and guidelines will be determined by the Office of the Provost. The four candidates receiving the most votes will fill vacant community member Board seats. The candidates placing fifth and sixth will be first and second alternates, respectively. An alternate is not a voting member of the board unless and until the alternate fills a vacancy. The first alternate will fill any elected vacancy that occurs in that term; the second alternate will fill any additional elected vacancy that occurs in that term, if any."

H. Election Challenges:

1. During the election process:

Voters and others who believe they have discovered irregularities during the election should bring them to the attention, in writing, to the University Secretary.

2. After the election process:

Election challenges must be filed in writing with the Office of the Provost within three business days after the election results are announced on April 3, 2023. The Office of the Provost or its designee shall carry out an investigation of the challenge.

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