

# Delegate Registration and Credentialing for the 2024 AAUP Conference and Biennial Meeting

Mark Criley  
Senior Program Officer, AAUP

Aaron Nisenson  
Senior Counsel, AAUP

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# AAUP Conference and Biennial Meeting

- The AAUP Biennial Meeting is the primary meeting of the delegates representing the membership of the AAUP.
- Alongside the meeting is the AAUP Conference, which consists of educational sessions, luncheons, receptions, and other events.

# The Biennial Association Meeting

- The purposes and authority of the Biennial Association Meeting are specified in the AAUP Constitution. These include:
  - Conducting elections of Officers and Council members
  - Amending the AAUP Constitution (which requires advance notice)
  - Acting on recommendations from Council
  - Making proposals to Council
  - Expressing views on professional matters, generally through resolutions

# Delegates & the Biennial Association Meeting

Under the AAUP Constitution, “All members of the Association shall be entitled to attend a meeting of the Association, but only accredited delegates from chapters in good standing or sections of chapters in good standing are entitled to participate in elections and to a voice and vote on matters brought before the meeting.”

# Delegates & the Biennial Association Meeting

- A “voice” means the right to speak, make motions, and otherwise formally participate.
- Non-delegate members and others may be invited to speak on certain matters.

# Election of Chapter Delegates

- The members in each chapter may elect one delegate from that chapter for each 250 members or fraction thereof, up to a maximum of ten delegates.
- Delegates must be members elected by secret ballot, unless there are fewer nominees than delegate positions. In that case, no vote needs to be taken.
- Chapter officers elected to their offices by secret ballot may serve as delegates by virtue of that election, if authorized by the chapter bylaws.
- Chapters do not need to elect the maximum number of delegates, as long as all chapter members have notice and the ability to run for a delegate position (or officer/delegate position)

# Election of Section Delegates

- Chapters with fewer than 250 members each from within a state may form one section of chapters solely to elect common delegate(s) to represent the aggregate voting strength of the participating chapters.
- Deadlines have passed for forming a section (February 15, 2024) and for chapters joining a section (March 15, 2024).
- Section delegates must be members elected by a secret ballot of all the members of the chapters participating in the section, unless there are fewer nominees than delegate spots.
- No chapter participating in the section may have any other credentialed delegates at the meeting.
- Section and Chapter delegates are treated identically and the term “delegate” encompasses both.

# Registration of Delegates

- To register delegates, chapter or section leaders must complete the appropriate delegate registration form and return it no later than May 15, 2024.
- The chapter leader (President or Secretary) or the Section Coordinator files the registration form, **not** the individual delegates.
- Delegate registration forms can be found here:  
<https://www.aaup.org/about/elected-leaders/elections/delegate-forms-and-instructions>
- To repeat: we must receive your delegate form no later than May 15, 2024, or else your chapter or section will have no delegates, and hence no votes, at the meeting.



# Confirmation of Delegates

- Once the chapter or section files the delegate registration form, the AAUP will confirm that the delegates are eligible to serve as delegates (primarily by confirming that each delegate and alternate, as well as each chapter, is in good standing with AAUP.)
- AAUP will notify each chapter and section regarding the eligibility of the delegates by May 30.

# Delegate Participation

For delegates to represent their chapter or section there is a three-step process:

- 1) The delegate must be registered by the chapter or section.
- 2) The delegate must receive their credentials on the first day of the meeting.
- 3) And the delegate must be present when a vote is called at the meeting (there is no proxy voting.)

# Deadlines and Responsibilities

Registering a list of delegates is the responsibility of the section coordinator or chapter president or secretary. Leaders: submit your [delegate form](#) by May 15, 2024.

Credentialing is the responsibility of the individual registered **delegate**. Delegates: you must check in and collect your credentials on Friday, June 14, 2024. (See later slides for times.) Check-in is in person at the meeting hotel.

# Registration for the Conference and Events

- Delegates also register separately for the AAUP Conference, sign up for events (educational sessions, luncheons etc.) and book hotel rooms if needed. Go to <https://cvent.me/AzmEbL>
- Delegates can do this in advance of confirmation that they are delegates.

# Optional Delegate Information Session and Q&A

This will be held at the hotel site on Thursday, June 13, 4:15–5:30 p.m.

You can register for this session when you [register for the conference](#).

# AAUP Conference and Biennial Meeting Schedule



## Thursday June 13

AAUP Conference sessions, starting at 10:30 am, and events  
Conference registration and information

## Friday June 14

Conference sessions and events  
Delegate credentialing  
Biennial Meeting – Session I

## Saturday June 15

Biennial Meeting – Session II (elections) and Session III



# Credentialing of Delegates

- Delegates must check in and receive their delegate credentials in order to vote at the meeting. Only delegates previously registered and confirmed (as discussed above) can receive credentials.
- The AAUP Biennial Meeting Delegates Credential Check-In Desk will be open in the hotel lobby from 7:00 a.m. to 5:00 p.m. on Friday, June 14.
- Delegates must check in by 11:00 a.m. to receive their credentials in time for session I. Delegates checking in between 11:00 a.m. and 5:00 p.m. will be able to participate in sessions II and III, and can attend session I.
- There will be no delegate credentialing on Saturday, June 15.

# Credentialing of Delegates

- At the check-in desk, each delegate will present identification and sign a form acknowledging receipt of their delegate credentials.
- Delegates must check in and receive their credentials in person; no one else may receive a delegate's credentials on their behalf.
- Note: Delegate check-in is an **addition to** registering a chapter or delegates using the delegate form. It is also **separate** from registering for the meeting and conference.



# Types of Votes

- Delegates must vote in person at the meeting.
- On most issues, delegates cast unweighted votes, in which each credentialed delegate is apportioned one vote.
- There are also weighted votes, in which the delegates for a chapter or section together cast a total number of votes equal to the number of AAUP members of the chapter or section who were in good standing as of April 1, 2024.

# Casting of Votes

- For general unweighted and not-secret votes at the meeting, there will be a call for a vote by the meeting.
- Delegates will generally raise their badges and vote orally. If the outcome is not clear, there may be the need for a division of the house or a roll call vote.

# Weighted Votes

Voting in Officer and Council elections must be weighted and must be by secret ballot. This election will be conducted by paper ballot in a room adjacent to the main meeting room.

A vote on any other issue will be weighted at the request of one-fifth of the accredited delegates present and voting.

# Allocation of Weighted Votes to Delegates

In elections and other weighted votes, each accredited delegate will cast a ballot with a weight determined by dividing the number of members in the delegate's chapter or section by the number of credentialed delegates from that chapter or section. (If there are remaining votes, they will be allocated to the first credentialed delegate listed on the delegate form.)

# Allocation of Weighted Votes: An Example

- Suppose that the chapter at University X has 527 members in good standing.
- Thus, it may register up to three delegates.
- If it has three credentialed delegates at the meeting, then the votes allocated to each of its delegates is:  $527 \div 3$ .
- $527 \div 3 = 175$ , with a remainder of 2.
- So each delegate is apportioned 175 votes, and then the first credentialed delegate listed on the delegate form gets the remaining 2 votes.

# Allocation of Weighted Votes: Process

- The delegates will be informed of the total number of votes allocated to the chapter or section.
- The number of those votes allocated to individual delegates will change as new delegates are credentialed. The final allocation will be determined after delegate registration closes and provided to the delegates at the beginning of the second session.
- The AAUP election provider does this through a computer program, so the delegate badges will not change.
- Individual delegates cannot split their votes, but different delegates from the same chapter or section vote independently.

# Missing Delegates

- Votes of a chapter or section are only apportioned to delegates who complete the credentialing process.
- Therefore, if a chapter registers delegates who do not complete credentialing, no votes will be apportioned to those delegates.
- However, once a delegate is credentialed, if the delegate fails to attend a meeting session or fails to vote, the votes apportioned to that delegate are lost.

# The 2024 Biennial Association Meeting

There are three types of substantive votes anticipated for the 2024 Biennial Association meeting.



# Votes at the 2024 Biennial Association Meeting

Officer and Council Member Elections. There will be an election for AAUP officers and two at-large Council positions. The presentation of candidates and candidate speeches will occur in session I. The elections will be held by secret ballot of all the credentialed delegates, in a weighted vote, in session II. Each delegate will be eligible to vote for all positions.

Information on the candidates and specifics regarding the election are available at <https://www.aaup.org/2024-election-information>

# Votes at the 2024 Biennial Association Meeting

Proposals and Resolutions. Proposals and resolutions must normally be submitted in advance of the meeting and are brought to the meeting by the Resolutions Committee.

Proposed Constitutional Amendments. Constitutional amendments may be proposed to the Biennial Meeting. The membership must have at least one month's advance notice of any proposed amendments. Proposed amendments require a two-thirds vote to pass.

# Thank you!

- Questions? Email [delegates@aaup.org](mailto:delegates@aaup.org).
- The 2024 Conference and Biennial Meeting:  
<https://www.aaup.org/event/2024-aaup-conference-and-biennial-meeting>
- Find more information about the Biennial Association Meeting, including FAQs, at <https://www.aaup.org/about/biennial-meeting/2024-biennial-meeting>