

Title: Teller Charter

Effective Date: May 8, 2023

Revision: 4

**Approved with BOD Motion
B2335**

**Supersedes: October 17,
2019**

Purpose

The purpose of the Teller is to oversee the processing of ballots for the Society Officers, Board of Directors, and other positions as requested. Since ballots are no longer physically counted by volunteers at Headquarters (HQ), proximity to the HQ office is not critical, but the Teller should be able to travel to HQ if necessary.

Background:

SWE has a Teller to count the ballot results (if needed), transmit the information about our election results, and mediate and resolve any protests concerning the election.

Scope

The Teller is responsible for all aspects of the vote count (currently most of these are outsourced to an outside company, but the Teller may intercede if they feel it is justified or may be called upon if needed), reporting of the results, and resolving any protests. The Teller also assists in reviewing the ballot just prior to issuance to verify correctness of the ballot.

Out of scope:

- Nominating and pipeline development process responsibilities.
- Positions not included on the Society level ballot.

Resources and References

- SWE Election Manual and SWE Bylaws.

Authority and Limitations

- Budget is provided in the SWE operational budget for this activity. No action is required on the part of the Teller to provide input for the budget unless requested by HQ.

Deliverables

- The Teller provides a written report of the election results report to the President, Nominating Committee Chair, and HQ (for archives).

Membership

- The Teller must be a voting member in good standing of the Society who is not a candidate on the Society ballot.
- While there is no committee reporting to the Teller, a Teller-Elect may also be appointed through the Society Leader Selection Procedure. The Teller-Elect will fulfill the duties of the Teller in the event the Teller is unable to complete the stated deliverables and will become the Teller in the following fiscal year.

**Criteria for
Success**

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- Reporting to the groups outlined in the deliverables sections.
 - Respectful handling of any protest situations.
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Report To

President

Duration

Indefinitely, but to be reviewed every other year, starting in FY20
