PAUDC DEBATER OF THE YEAR AWARD

TERMS OF REFERENCE AND VOTING GUIDELINES

COMPLETE DOCUMENT - REVISED EDITION

PART I: TERMS OF REFERENCE – NOMINEE SELECTION COMMITTEE

1. Introduction

The Nominee Selection Committee for the PAUDC Debater of the Year Award is established by the PAUDC Council to oversee a fair, transparent, and merit-based process for shortlisting nominees from the African debate community. The Committee shall operate under the guidance of the PAUDC Council and uphold the principles of integrity, inclusivity, and accountability.

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2. Composition

The Nominee Selection Committee shall consist of seven (7) members appointed by the PAUDC Council. Members must be reputable figures within the African debate community, demonstrating impartiality, experience, and commitment to the development of debate across the continent.

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3. Mandate

The Nominee Selection Committee shall be responsible for:

a) Receiving and reviewing applications from the African debate community for the Debater of the Year Award.

b) Verifying eligibility of all applicants based on established criteria.

c) Selecting the top five (5) nominees per category for presentation to the Electoral College.

d) Ensuring fairness, confidentiality, and integrity throughout the process.

e) Reporting its outcomes and final shortlist to the PAUDC Council for approval and publication.

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4. Eligibility Criteria for Nominees

To be eligible for nomination, a candidate must:

a) Have participated at least once at PAUDC as a Debater, Judge, or Public Speaker.

b) Be a current or former student of an African University.

c) Demonstrate outstanding performance, leadership, or contribution to the African debate community.

d) Have maintained good standing and conduct within the African debate circuit.

Conflict of Interest:

a) Members of the Nominee Selection Committee shall not nominate themselves or participate in deliberations for any category in which they have been nominated.

b) Any member found to have a conflict of interest must declare it and recuse themselves from related discussions.

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5. Procedures

a) The Committee shall receive and review applications submitted through the official PAUDC platform.

b) All submissions shall be verified against the eligibility requirements.

c) Members shall evaluate applications using agreed-upon scoring rubrics and deliberation protocols.

d) The top five (5) nominees per category shall be selected by consensus or majority vote.

e) In the event of a tie among top nominees, a rerun vote shall be conducted exclusively for the tied top 2 nominees.

f) The Committee shall submit a formal report and shortlist to the PAUDC Council for endorsement.

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6. Accountability and Reporting

The Nominee Selection Committee shall report directly to the PAUDC Council. All proceedings and deliberations shall remain confidential and guided by principles of fairness, merit, and transparency.

PART II: VOTING GUIDELINES – ELECTORAL COLLEGE SYSTEM

1. Fundamental Principles

1.1 Proportional Representation

The Electoral College system aims to balance:

- National representation (ensuring each eligible country participates)
- Institutional representation (recognizing debate union engagement)

- Equity (preventing disproportionate influence by large countries)

1.2 Baseline Allocation

Each eligible country receives a baseline allocation of ten (10) votes, distributed among eligible institutions within that country.

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2. Eligibility Criteria

2.1 Country Eligibility

A country is eligible to participate if:

a) It has participated in PAUDC at least once within the last five (5) years; AND

b) It has no outstanding financial balances or sanctions from previous PAUDC editions.

2.2 Institutional Eligibility

An institution is eligible to contribute delegates if:

a) It has attended PAUDC at least once within the last five (5) years; AND

b) It has no outstanding financial balances or sanctions; AND

c) It has an active Debate Union with a current president or executive.

2.3 Individual Delegate Eligibility

National Delegates must:

a) Be current or former students of the institution they represent;

b) Be members in good standing of their institution's debate union;

c) Not be serving as Country Representatives.

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3. Vote Distribution Formula

3.1 Countries with Exactly 10 Eligible Institutions

Each institution receives one (1) vote.

3.2 Countries with Fewer Than 10 Eligible Institutions

Distribution Method:

Votes shall be distributed as evenly as possible, with priority given to institutions based on PAUDC attendance frequency in the last five (5) years.

Formula:

- Base votes per institution = ⌊10 ÷ number of institutions⌋

- Remaining votes = 10 - (base votes × number of institutions)
- Remaining votes distributed ONE AT A TIME to institutions with highest PAUDC attendance

Caps:

- No institution may receive more than two (2) votes
- Maximum vote differential between any two institutions: one (1) vote
- If the above caps make distribution impossible, reduce total votes proportionally

Application Examples:

Example 1: Country with 6 institutions

- Base: ⌊10÷6⌋ = 1 vote each = 6 votes allocated
- Remaining: 10-6 = 4 votes
- Top 4 institutions by PAUDC attendance get 1 extra vote each
- **Final Distribution: 2-2-2-2-1-1** ✓ (complies with all caps)

Example 2: Country with 3 institutions

- Base: ⌊10÷3⌋ = 3 votes each = 9 votes allocated
- Remaining: 1 vote
- Top institution gets 1 extra vote
- Preliminary distribution: 4-3-3
- **Violation:** Exceeds 2-vote cap
- **Adjusted Final Distribution: 2-2-2 = 6 total votes** (reduced proportionally)

3.3 Countries with More Than 10 Eligible Institutions

Allocation Formula:

Total votes = 10 + ⌊(number of eligible institutions - 10) × 0.5⌋

Rationale: Provides additional representation while preventing disproportionate dominance.

Distribution:

- First 10 votes distributed to institutions with highest PAUDC attendance (last 5 years)
- Additional votes distributed to next institutions in attendance ranking
- Each institution receives exactly one (1) vote (no institution receives 2 votes in this scenario)

Maximum Cap: No country may have more than 20 votes total, regardless of institutional count.

Application Example:

Country with 18 institutions

- Total votes = 10 + ⌊(18-10)×0.5⌋ = 10 + 4 = 14 votes
- Top 14 institutions by PAUDC attendance receive 1 vote each
- Remaining 4 institutions receive no votes

Approval Process: Country Representatives must submit institutional eligibility documentation to the Nominee Selection Committee Chairperson at least 30 days before voting commences.

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4. Country Representative Voting Rights

4.1 Participation Status

Country Representatives:

a) Shall NOT serve as National Delegates

b) Shall NOT cast votes in the Electoral College

c) Shall serve exclusively in an administrative and coordination capacity

4.2 Rationale

To maintain separation between process administration and voting, ensuring transparency and preventing conflicts of interest.

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5. Delegate Nomination and Verification

5.1 Submission Requirements

Each Country Representative shall submit a verified delegate list containing:

a) Surname

b) First Name

c) Other Name(s)

d) Email Address

e) Contact Number

f) Institution Name

g) Current Position in Debate Union

h) Number of PAUDCs Attended by Institution (last 5 years)

5.2 Submission Deadline

Delegate lists must be submitted **21 days before voting opens**.

5.3 Verification Process

The Nominee Selection Committee shall:

a) Verify institutional eligibility

b) Confirm delegate credentials

c) Calculate vote distribution per Section 3

d) Publish final Electoral College composition **14 days before voting opens**

5.4 Challenges to Eligibility

Any country or institution may challenge the eligibility of delegates or institutions within 7 days of Electoral College publication. Challenges must be submitted in writing to the Nominee Selection Committee Chairperson with supporting documentation.

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6. Voting Process

6.1 Voting Mechanism

a) Voting conducted individually via secure email through the official PAUDC system

b) Each delegate receives a unique, single-use ballot link

c) Ballots must be cast within the designated voting period (minimum 7 days)

d) Votes are anonymous and cannot be traced to individual delegates

6.2 Vote Allocation

Each delegate shall cast one (1) vote per category in the Debater of the Year Award.

6.3 Prohibited Conduct

Country Representatives, institutions, and delegates are strictly prohibited from:

a) Soliciting or coordinating block votes

b) Offering incentives or inducements for votes

c) Sharing ballot access credentials

d) Pressuring delegates to vote in specific ways

e) Publicly declaring voting intentions before results are announced

6.4 Enforcement and Penalties

Violations result in:

- **First offense:** Written warning and vote invalidation

- **Second offense:** Country/institution suspension from next PAUDC voting cycle
- **Serious violations:** Referral to PAUDC Council for disciplinary action, including potential multi-year suspension

6.5 Reporting Violations

Suspected violations may be reported confidentially to the Nominee Selection Committee Chairperson or PAUDC Council Secretary.

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7. Vote Counting and Results

7.1 Winner Determination

The nominee with the highest number of delegate votes per category shall be declared the winner.

7.2 Tie-Breaking Procedure

In the event of a tie:

a) A runoff vote shall be conducted exclusively for the tied nominees

b) Runoff voting opens within 48 hours of tie declaration

c) Runoff voting period: 5 days

d) If tie persists after runoff, the PAUDC Council shall determine the winner by majority vote

e) In the event of a PAUDC Council tie, the PAUDC Council Chairperson shall cast the deciding vote

7.3 Vote Tallying

a) Votes shall be tallied electronically through the official PAUDC system

b) The Nominee Selection Committee Chairperson and PAUDC Council Secretary shall jointly verify vote counts

c) Final tallies shall be certified before results announcement

7.4 Results Announcement

Winners shall be officially announced and awarded during the PAUDC Grand Finale Ceremony.

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8. Transparency and Accountability

8.1 Public Information

The following shall be published on the official PAUDC platform:

a) List of eligible countries and institutions

b) Electoral College composition (delegate names, institutions, country)

c) Voting timeline and procedures

d) Aggregate vote counts per category and per nominee (not individual votes)

e) Total number of votes cast vs. eligible votes

8.2 Confidentiality

Individual delegate votes shall remain confidential. Only aggregate results shall be published.

8.3 Records Retention

Voting records shall be retained by the PAUDC Council for a minimum of three (3) years for audit and dispute resolution purposes.

8.4 Appeals Process

a) Delegates, institutions, or nominees may appeal voting irregularities to the PAUDC Council within 7 days of results announcement

b) Appeals must include specific evidence of procedural violations

c) The PAUDC Council shall review appeals and render a decision within 14 days

d) PAUDC Council decisions on appeals are final

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9. Oversight and Governance

9.1 PAUDC Council Authority

The PAUDC Council shall:

a) Exercise overall oversight of the nomination and voting process

b) Ensure compliance with the PAUDC Constitution

c) Resolve disputes and interpret guideline ambiguities

d) Approve any amendments to these guidelines

9.2 Emergency Powers

In cases of systemic irregularities, technical failures, or widespread violations, the PAUDC Council may:

a) Suspend or extend voting periods

b) Invalidate compromised votes

c) Order a complete re-vote if the integrity of results is compromised

9.3 Annual Review

These guidelines shall be reviewed annually by the PAUDC Council to ensure continued relevance, fairness, and effectiveness. Proposed amendments must be circulated to Country Representatives at least 60 days before implementation.

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10. Definitions and Interpretation

10.1 Key Terms

- **Eligible Institution:** An institution meeting criteria in Section 2.2
- **National Delegate:** A voting representative nominated by a Country Representative
- **Block Voting:** Coordinated voting where multiple delegates vote identically based on instruction rather than individual judgment
- **PAUDC Attendance:** Physical or virtual participation in the annual Pan-African Universities Debate Championship

10.2 Interpretation Principles

a) In case of ambiguity, these guidelines shall be interpreted in favor of fairness, inclusivity, and proportional representation

b) The English version of these guidelines shall be the authoritative version

c) Specific provisions override general provisions where conflict exists

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11. Effective Date and Transition

11.1 Effective Date

These revised guidelines take effect immediately upon approval by the PAUDC Council.

11.2 Transitional Provisions

For the first voting cycle under these guidelines:

a) Countries shall have 45 days (instead of 30) to submit documentation for institutional eligibility

b) The PAUDC Council may provide technical assistance to Country Representatives in calculating vote distributions

c) Minor procedural deviations may be permitted at the discretion of the PAUDC Council if they do not affect voting integrity

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APPENDIX A: VOTE DISTRIBUTION QUICK REFERENCE TABLE

Number of Eligible Institutions	Total Votes Allocated	Distribution Pattern	Notes
1	2	2	Reduced from 10 due to 2-vote cap
2	4	2-2	Reduced from 10 due to constraints
3	6	2-2-2	Reduced from 10 due to 2-vote cap
4	8	2-2-2-2	Reduced from 10 due to constraints
5	10	2-2-2-2-2	Full 10 votes distributed
6	10	2-2-2-2-1-1	Top 4 by attendance get 2 votes
7	10	2-2-1-1-1-1-1	Top 3 by attendance get 2 votes
8	10	2-1-1-1-1-1-1-1	Top 2 by attendance get 2 votes
9	10	2-1-1-1-1-1-1-1-1	Top institution gets 2 votes
10	10	1-1-1-1-1-1-1-1-1-1	Equal distribution
11	10	Top 10 by attendance get 1 vote each	Formula: $10 + \lfloor(11-10)\times0.5\rfloor = 10$
12	11	Top 11 by attendance get 1 vote each	Formula: $10 + \lfloor(12-10)\times0.5\rfloor = 11$
15	12	Top 12 by attendance get 1 vote each	Formula: $10 + \lfloor(15-10)\times0.5\rfloor = 12$
20	15	Top 15 by attendance get 1 vote each	Formula: $10 + \lfloor(20-10)\times0.5\rfloor = 15$
30	20	Top 20 by attendance get 1 vote each	Capped at maximum 20 votes

Number of Eligible Institutions	Total Votes Allocated	Distribution Pattern	Notes
40+	20	Top 20 by attendance get 1 vote each	Capped at maximum 20 votes

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APPENDIX B: PROCEDURAL TIMELINE

Event	Deadline	Responsible Party
Country Representatives appointed	90 days before voting	PAUDC Council
Institutional eligibility documentation submitted	30 days before voting (45 days for first cycle)	Country Representatives
Eligibility verification completed	23 days before voting	Nominee Selection Committee
Delegate lists submitted	21 days before voting	Country Representatives
Electoral College composition published	14 days before voting	Nominee Selection Committee
Eligibility challenges submitted	Within 7 days of publication	Any country/institution
Challenge decisions rendered	7 days before voting	Nominee Selection Committee
Voting opens	Day 0	PAUDC System
Voting closes	Minimum 7 days after opening	PAUDC System
Results announced (if no tie)	Within 3 days of voting close	PAUDC Council
Runoff voting (if tie)	Opens within 48 hours of tie declaration	PAUDC System
Runoff closes	5 days after runoff opens	PAUDC System
Appeals deadline	7 days after results announcement	Affected parties
Appeal decisions	Within 14 days of appeal submission	PAUDC Council
Awards ceremony	PAUDC Grand Finale	PAUDC Council