



THE ACADEMIC SENATE
FOUNDATION
for California Community Colleges

Foundation Election Announcement and Information

The following is a summary of the 2016 Fall Plenary Session election events.

If you have questions about the process or positions, please see Foundation Development Manager, Erika Prasad onsite.

The following Foundation Director Positions are open for election:

- (1) Director (one-year term from 01/01/2017 – 12/31/17)
- (2) Director (two-year term from 01/01/2017 – 12/31/18)
- (3) Director (three-year term from 01/01/2017 – 12/31/19)

Required qualifications:

All candidates for election to the Foundation Board shall meet at least one of these criteria:

1. Is a current or retired faculty member of a California Community College; and
2. Has a commitment to community college issues – as exhibited by personal statement, volunteer/nonprofit board activities, or other evidence.

Preferred qualifications

1. Connection to the community.
2. Familiarity with nonprofits (legal issues, board operations, etc.), especially philanthropic.
3. Skills related to or experience with fundraising.
4. Ability to bring other resources to the Foundation, such as connections with potential donors, business or political leaders.
5. Interest, experience and desire to support, design and implement professional development for California Community College faculty; to research, develop and communicate effective practices to promote effective teaching and learning in the California Community Colleges; and to promote a variety of activities and strategies to advance teaching and learning.

Nominations and Application

Nominations for each position are to be made in writing with the consent of the nominee, or by the individual nominee and delivered to the Academic Senate onsite Office. Nominations may also be made from the floor at the designated time. Nominations are scheduled for Thursday, November 3rd during lunch beginning at 12:30 p.m. (Consult the final Session program for exact time and location). During the Nominating Session, all candidates will be introduced and nominations for all positions will be closed upon adjournment of that General Session.

Each candidate will complete the Application for Foundation Director Form (available on website) and return it to the Academic Senate Foundation onsite desk.

Definition of “Trickle Down”

Candidates running for positions on the Foundation Board of Directors have the option of running for another office should they lose an election. Running for one or more positions is referred to as trickling down. In order to trickle down, a candidate must indicate all the offices she/he is interested in when filling out the application

form. For example, if a candidate for the three-year director term fails to win that office but has indicated on the application form a desire to run for the two-year director term, and the one-year term director position, that candidate's name would be placed on the ballot for the second director position when the election for that office occurs. If that candidate is unsuccessful in the election for the second director position, then his/her name would be placed on the ballot for the third director for the election of that position. The candidate's name would be placed on the ballot for only those positions indicated on the application form. The candidate's name would trickle down through all the offices indicated until that candidate is either elected to a position or loses the election for the last position indicated on the form.

Election Rules and Procedures: The following ASCCC elections process will be used for the Foundation Director Elections.

1. The process by which the election will be conducted shall be distributed in writing prior to the day of the election.
2. Each ballot shall proceed as follows: Tellers shall distribute ballots to those Delegates eligible to vote for the specific office being contested.
3. The Delegate shall mark the ballot, seal it, sign it, and return it to the tellers.
4. The tellers shall retire to another room and shall compare the signatures on each ballot against the signatures on the list of Delegates eligible to vote, setting aside any ballots not submitted by a Delegate eligible to vote. Then, all ballots shall be counted.
5. The specific process by which the election will be conducted, including the grounds and process for appeal of specific ballot results, shall be distributed in writing prior to the day of the election.
6. To be elected, a candidate must receive a vote from a majority of those delegates present and voting.
7. In the event no candidate for a position receives a majority, the run-off will be limited to the top two candidates with the largest number of votes, including all ties.
8. The order of the election shall be as follows: three-year Foundation Director, two-year Foundation Director, and one-year Foundation Director.
9. Any candidate may observe or select someone to observe the counting of votes for the ballot or ballots on which the candidate's name appears.
10. A candidate for election may not chair the Elections Committee or participate in the distribution, collection, or tallying of votes.
11. If a candidate runs unopposed, the candidate may be elected by acclamation. The motion to be elected by acclamation must be moved and seconded by Delegates from the floor and must be approved by the body.
12. Ballots shall be kept in the Senate archives until the next election.

Duties of Officers and Directors: Consult *Foundation Bylaws* and the Foundation Website for a listing of the duties and job descriptions for each position. (<http://asfcc.com/board-of-directors/>). Directors are also required to attend approximately three in-person meetings per year; a two-day orientation in January; attend the fall and spring plenary sessions to assist with the Fall Area Contest and Spring Fling; and solicit donations for the spring fling.

Important: Please review the Session Programs for specific election events and candidates' responsibilities. If you have any questions, please contact the Elections Chair (listed in the program) or Executive Director Adams.

Candidate Biographical Statement: The biographical statement is due at the Session Senate Office before 5:00 p.m. Thursday, November 3. (Consult the final program for location of Session Senate Office). You can receive the Application for Foundation Director Form from the onsite Foundation staff. Please note that this form is structured in the required format and the statement must be limited to one page, printed only on white paper. You will need to email the statement to the Foundation Development Manager at erika@asccc.org.

Candidates who are nominated from the floor during the Nominating Session will be given time to complete a biographical summary for the 5:00 p.m. deadline.