

## **Addendum A: Procedure for Election of the Delegates of the Assembly**

- Item 1. Members of the **Assembly** eligible for election as **Delegates** shall include faculty as defined in Bylaws of the Faculty Assembly. A list of eligible members of the **Assembly** shall be prepared by the Secretary of the **Assembly** prior to each election.
- Item 2. The procedures for nomination and election of **Delegates** shall be administered by the Nomination Committee consisting of the Past-President, serving as chair, and a minimum of two other **Delegates** appointed by the President.
- Item 3. Nomination of **Delegates** shall be held annually in the spring. Each member of the **Assembly** will receive a nomination ballot and may nominate one person. The place and deadline date for return of the nomination shall be stated on the ballot. Nominations received after the stated deadline shall not be considered unless there are not enough nominees to fill vacant positions. The identity of the member of the **Assembly** making the nomination must be identifiable (signature, email address, etc).
- Item 4. After the close of nominations, each nominee will be notified and given one week to submit a written letter of acceptance. The first twelve nominees to submit their letter of acceptance will be slated on the ballot.
- Item 5. Election of **Delegates** shall be held after the spring meeting. Each member of the **Assembly** will receive either an electronic or written ballot with voting procedures.
- Item 6. **Assembly** members may each vote for three nominees. Votes will be counted by the Nomination Committee. Ties shall be broken by lot. The three candidates receiving the most votes shall be elected **Delegates**. The two candidates receiving the next highest number of votes shall fill the first and second alternate **Delegate** positions.