Chair and Vice-Chair Nomination Procedure

Voting Directive for Slate of Nominees. *If there is a slate of candidates, the advisory board members may choose to vote via voice or secret ballot. Should the members choose to vote by ballot, the staff liaison must verbally tally and collect the ballots to be read and included in the record*.

The Nomination Process. At a publicly noticed advisory board meeting, a quorum must first be established by the staff liaison. Once a quorum is established, the following may occur:

1. The Vice Chair will call the meeting to order and open the floor to nominations for the vacant position(s).
2. The person holding the position as Vice Chair may self-nominate or be nominated as the Chair, by another member.
    a. The member nominated may choose to accept or decline the nomination.
3. A board member may nominate another member for the position of Chair or Vice Chair.
    a. More than one member may be nominated for each position
    b. The member(s) nominated may choose to accept or decline the nomination.
4. When nominations have been completed, the Vice Chair or staff liaison will close the floor to nominations.

Election of the Chair. From the slate of nominees, a member must make a motion to elect the nominee – Chair of the EDAB. It must be seconded. Then via the voting directive above, the members must vote in the affirmative or negative for the nominee.

1. This process continues until the members, by a majority, elect a new Chair.

Election of the Vice Chair. From the slate of nominees, a member must make a motion to elect the nominee – Vice-Chair of the EDAB. It must be seconded. Then via the voting directive above, the members must vote in the affirmative or negative for the nominee.

1. This process continues until the members, by majority, elect a new Vice-Chair.

No Slate. If there is no slate and the nominee for either Chair or Vice Chair is unopposed, then:

1. A member makes a motion to elect the nominee – Chair of the EDAB. It must be seconded. Then via the voting directive above, the members must vote unanimously to elect the nominee Chair.
2. Upon completion and election of the Chair, a member makes a motion to elect the nominee – Vice-Chair of the EDAB. It must be seconded. Then via the voting directive above, the members must vote unanimously to elect the nominee Vice-Chair.