

Date: 1/12/23 **Room Number:** Zoom

Start Time: 2:49pm **End Time:** 3:16

Meeting Secretary: Christine Jenkins

Meeting Agenda Elections Committee

Agenda Item 1) Select a secretary

Agenda Item 2) Election timeline

Agenda Item 3) Meeting Schedule

Agenda Item 4) Adjournment

Agenda Item 5)

Agenda Item 1 Motion: Christine Jenkins appointed to secretary, Wendy Parr to be back-up

- Vote:

YES	3	NO		ABSTAIN	
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Agenda Item 2: Elections:

Our charge is to have elections. We will have Institutional Research make up a poll. We will announce in CCRI daily the schedule of when we will accept nominations. After nominations we verify applicants (full time staff or part time staff under the bargaining units and how many people per division will be elected). We have to figure out how many people per Division will be elected (last time 1 employee for every 14 in the Division and that adds up to 30, this needs to confirm.

The nomination form from last election will be used, but faculty will be removed as only staff may serve.

We need to have timeline, when nominations will be open and how for long.

Nomination period open, eligibility is verified, voting opens, ballots will be counted and verified and then the first assembly meeting. Looking to open the ballot the week of February 13th.

Target date is Spring (March 13 to close nominations)

Goal is for the new elected people will join our April meeting.

We need to brainstorm on creative ways to attract folks to the assembly.



Agenda Item 3: Meeting Schedule

We will meet bi-weekly on Friday mornings at 9:00-10:00, beginning on January 27th

Agenda Item 4: Adjournment

Meeting was adjourned at 3:16

Total Representatives: 3 Present Representatives: 3 Quorum:

Voting Members				
Name	Title	Department	Division	Attendance
Raekwon Grace	Chair	HR		Y
Wendy Parr	Representative	Advising	SS	Y
Christine Jenkins	Representative	Student Life	SS	Y
Non-Voting / Ex-Officio				