

ARTICLE IV

SELECTION OF SENIOR COLLEGE COMMISSION MEMBERS

SECTION 1. **Notice of Vacancies.** The Senior College Commission shall notify the Nominating Committee of the number of Senior College Commission members to be selected and of any special considerations pertaining to such vacancies.

SECTION 2. **Preparation of a Slate.** The Nominating Committee shall write to all of the Presidents, members of the Senior College Commission, and the Executive Directors of the Accrediting Commission for Community and Junior Colleges (ACCJC) and the Accrediting Commission for Schools (ACS), listing the number and nature of any positions to be filled and soliciting nominees for the projected vacancies. To be considered, the Presidents of Commission accredited institutions, members of the Commission, and the Executive Directors of ACS and ACCJC for Commission nominees representing the segments served by their Commissions, must return their nominations by the date and the time established by the Commission. Members of the Nominating Committee are ineligible for nomination to the Commission while serving on the Nominating Committee. The Nominating Committee shall review the nominees' relative qualifications, and shall prepare a slate of candidates, with one candidate being recommended for each position. In preparing such slate, the Nominating Committee shall consider the need to maintain on the Senior College Commission:

- a. At least three (3) public members;
- b. A representative who is or has served on the Accrediting Commission for Community and Junior Colleges and a representative who is or has served on the Commission for Schools or persons who are or have served in an administrative or faculty position for institutions accredited by such bodies, preferably with accreditation experience;
- c. Representation from the area served by the Senior College Commission in the Pacific Basin (Hawaii, the territories of Guam, American Samoa, Federated States of Micronesia, Republic of Palau, and the Commonwealth of the Northern Marianas Islands) and from outside the Western region from the governing boards, administration, and faculty of accredited institutions;
- d. Diversity in institutional characteristics such as mission, size, geography and location; personal characteristics such as ethnicity and gender;
- e. A balance of public and private institutions.

SECTION 3. **Nominations at Large.** The notice to the Presidents informing them of the slate of the Nominating Committee shall also include a notice of the right of the Presidents to nominate candidates on an at-large basis within the time frame established by the Commission. To be added as an at-large candidate, a candidate must have the written endorsement of ten (10) or more Presidents.

SECTION 4. **The Ballots.** The Senior College Commission shall send a ballot to each President, which shall include the slate of the Nominating Committee and any candidates at large. To be considered, ballots must be returned to the Senior College Commission offices within the time frame established by the Senior College Commission. Ballots received after the cutoff date will not be counted. Ballots shall be handled by Senior College Commission executive staff in a manner to preserve, insofar as practicable, the privacy of the persons voting and the institutions that they represent. Measures shall be taken by Senior College Commission executive staff to assure the validity of all ballots. Senior College Commission executive staff shall be responsible for the preservation of the ballots. Ballots and tally sheets shall be preserved for a period of one hundred and eighty (180) days after the election is announced, absent a challenge to an election in which event the ballots shall be preserved until the challenge is resolved. Any challenge to the election results must be received by the Chair of the Senior College Commission within fourteen days after the announcement of the election results. The Chair shall refer the challenge to the Nominating Committee which shall have the authority to take whatever steps it considers appropriate to finally decide the matter.

SECTION 5. **Counting the Ballots.** The Counting of the Ballots shall take place at the Senior College Commission offices and shall be conducted by Senior College Commission executive staff. The persons receiving the highest number of votes shall be elected to the Senior College Commission. In the event of a tie which prevents the seating of all positions vacant, there shall be a runoff between those persons who tied. All persons receiving more votes than those who tied shall be considered seated and shall not participate in the runoff. The runoff shall be by mail and shall be conducted according to time frames established by the Senior College Commission. The results of the balloting shall be announced by mail as soon as practicable thereafter. Every effort shall be made to complete the process by mid-May.

SECTION 6. **Vacancies.** If the position of a Commissioner becomes vacant, whether through resignation, separation from his or her institutional affiliation, death, removal or otherwise, the Nominating Committee shall be promptly notified. The Nominating Committee, shall, in its sole discretion, either select a person to serve out the remainder of the term of the position vacated or shall have the position filled at the next regularly scheduled election described in this Article IV. In selecting a person to fill a vacancy, the Nominating Committee should consider, but shall not be limited by, the list of those persons previously proposed by the presidents of constituent institutions.

