

## **Election Procedures for Chair of the Chairs Committee Miramar College**

The Chairs Committee at Miramar College shall elect its chairperson during the month of April in odd numbered years. The term of office of the Chair of the Chairs Committee is two years and will commence July 1 and will run through June 30 two years hence. The Chair of Chairs election will be held during the regularly scheduled April Chairs Committee meeting.

The election shall be coordinated by a voting member of the Chairs Committee other than the current Chair of Chairs, or any candidate(s) for this position. This person shall be identified as the Election Coordinator at the regularly scheduled March Chairs Committee meeting.

All currently serving (at the time of the election) faculty chairs shall be eligible to run for Chair of Chairs. The Chair of Chairs must be continuing as the faculty chair for the remainder of their term. Candidates who wish to run for Chair of Chairs must submit a statement declaring their candidacy to the Election Coordinator no later than one (1) week prior to the date of the April Chairs Committee meeting. Upon the close of this nominating period, the Election Coordinator shall send out a listing of all nominees to all current faculty Chairs Committee members.

All current (at the time of the election) faculty chairs shall have one vote each. Voting shall be by written, secret ballot (written proxy ballots are acceptable). All ballots shall list the names of announced candidates in lottery order.

Ballots shall be cast, counted, and announced at the April Chairs Committee meeting. The current Chair of Chairs will only vote in the case of a tie. In the case of more than two candidates running for Chair, if one candidate does not receive greater than fifty percent (50%) of the vote, the top two candidates receiving the most votes will contest in a run-off election during the same election meeting.

In the case of a tie vote when there is no current chair due to resignation, recall, retirement, etc.; the Election Coordinator shall break the tie by lot.

If the Chair of Chairs leaves office prior to completion of her/his term, an election for interim Chair shall be held within one (1) month of the announcement of vacancy, following all of the procedures specified above. The Interim Chair shall serve the remainder of the term of office of the Chair he/she replaces.

### **Recall of CCC Chair**

For the purposes of this section, the current Chair of Chairs does not have voting rights nor is to be considered as a voting member of the body. Any time after the Chair of Chairs has served one (1) full semester in office, faculty voting members (as defined

above), may petition for recall of the Chair of Chairs. (The one (1) full semester waiting period does not apply to a Chair who is serving a consecutive term.)

A petition for recall must state the reasons for the action, and must be signed by a simple majority of faculty voting members of the Chairs Committee.

A petition meeting these specifications shall be presented to the AFT Guild Contract Faculty Vice President who will be responsible for conducting a recall election within two (2) weeks of receipt of said petition.

The ballot shall simply state: "Should <name of current Chair> continue to serve as Chair of Chairs; YES\_\_\_\_\_ NO\_\_\_\_\_." Voting shall be by written, secret ballot (written proxy ballots are acceptable). Ballots shall be cast, counted, and announced at the recall election meeting by the AFT Guild Contract Faculty Vice President.

If, and only if, a two-thirds majority of all eligible voting Chairs Committee faculty vote "NO," the Chair will be removed from office. An Election Coordinator will then be selected to arrange for an interim election under the terms enumerated above.

*Approved 2/18/21*