

# **Curriculum Chairperson Election Procedures**

**Last Updated: 23 April 2015**

The Curriculum Committee Chairperson election process is subject to change by the Curriculum Committee with consent from the Academic Senate.

The Curriculum Committee Chairperson position is a two-year term compensated at three units per semester (paid over twelve months per year). In accordance with AP 4020, the Chairperson “will be elected by voting members of the committee.” There are no term limits to the position.

During the final semester of the standing Chairperson’s term, the following election process will take place:

1. The standing Chairperson (or Academic Senate President if there is no standing chairperson) will call for nominations. The Chairperson will provide at least two weeks for nominations to take place. If the standing Chairperson is not running for reelection, nominations will be sent to the standing Chairperson. If the standing Chairperson is running for reelection, nominations will be sent to the Academic Senate President.

Faculty Curriculum Committee members may nominate themselves or another current or former faculty Curriculum Committee member for the position. If a member nominates another person, that person must agree to run for election in order to be considered for the position. Nominations may be submitted in whatever form agreed upon by the Curriculum Committee.

2. After the nomination period closes, one of the following actions will take place:
  - a. If there are no nominations for the position, the standing Chairperson will work with the Academic Senate President to find nominees to run for the position. There is no expectation that the Academic Senate President will automatically be nominated.
  - b. If there is only one nomination (either the standing Chairperson or someone else), a procedural vote will be held at the Curriculum Committee meeting following the closing of the nomination period.
  - c. If the position is contested (more than one nomination), the standing Chairperson will organize an anonymous vote among voting members of the Curriculum Committee. If the standing Chairperson is one of the nominations, the Academic Senate President will organize the anonymous vote among voting members of the committee. Position statements from the nominees may be called for if agreed upon by the Curriculum Committee.

Anonymous voting will take place in a manner agreed to by the Curriculum Committee (e.g. in person, by ballot, in an online survey).

The nominee with the most votes among voting members of the Curriculum Committee will be elected for the next Chairperson term. In the event of a tie, the issue will be resolved as the Curriculum Committee sees fit.

3. The Chairperson-elect will take office on July 1<sup>st</sup> of the year in which the voting takes place.