Academic Senate Elections 2023

1. Creating the Call for Candidates (Sal)
	1. Create email to send to faculty and classified (find List-srv for Faculty and Classified)
	2. Collect responses
		1. Collecting name and contact information of all nominees
		2. Recording information and for what position they are running.
2. Contacting each nominee (Alicia)
	1. Contact directly to confirm they want to run
	2. Collect their candidate statement for the election materials
3. Hold election (Rusty)
	1. Create election materials
		1. Online ballot
		2. Candidate Statements
	2. Distribute college-wide for voting

ACTION ITEMS:

1. Sal is going to reach out to get past materials for creating of the email call for candidates
2. Rusty will start finding out about the actual ballot and setup for sending out the election to the college in the Spring (format, candidate statement presentation, etc.)
3. Alicia will wait for nominees from Sal to confirm and collect statements.

Sal will have something for us this week to look at as far as a call to the college for candidates. Our goal is to send out the email at the beginning of Spring quarter with an office form for nomination.