

2012 Election of Officers

The nomination and election process for National Principal officers, Regional Vice Presidents and Regional Board members is right around the corner. **In order to participate in the process you must be an active regular or life member, as of January 31, 2012,** in good standing with the Jackson State University National Alumni Association, Incorporated.

Voting will take place via Electronic Ballots during the two week timeframe indicated below. The option to vote via paper ballot will be available.

Please Note: In order to participate in the electronic voting process you must have a valid e-mail address on file. Please contact Lonnie Simpson by March 30th at lonnie.t.simpson@jsums.edu to verify or submit your information.

Timeline

March 1, 2012	Mail Nomination and Elections Timeline and Procedures Letter; Request for Paper Ballot Form; and Nominee Verification Form to all current national dues paying members, as of January 31, 2012.
March 30, 2012	Deadline to submit Nomination Verification Form (self nominations only); Deadline to submit Request for Paper Ballot Form (Postmark Deadline)
April 6, 2012	Send candidate information via e-mail blast and post on the JSU web site
April 10, 2012	Submit candidate names to e-Ballot representative
April 27, 2012- May 11, 2012	Electronic voting begins, deadline to mail out paper ballots (postmark date) Electronic voting ends, deadline to return paper ballots (postmark date)
May 25, 2012	Post Results on the web site

Eligibility requirements to run for a national office

Candidate Eligibility Requirements

To be eligible for any national office, an alumnus...

- must have been a regular financial member of the Association for three consecutive years
- must have served as an officer or committee chair at the regional or chapter level.
- shall be an active regular or life member in good standing with the Jackson State University National Alumni Association, Incorporated
- shall be an active regular or life member in good standing with a chartered chapter whenever such a chapter exists.
- May not be serving on the Nominations and Elections Committee

The President and Vice Presidents shall not be employees of the University.

March 1, 2012

Dear JSUNAA Member:

It is time to begin the nomination process for the upcoming election for National Principal Officers, Regional Vice Presidents and Board Members. The principal officers and regional vice presidents will serve a two year term from July 1, 2012 until June 30, 2014. The regional board members will serve a three year term from July 1, 2012 until June 30, 2015. In order to participate in the nominations and elections process you must be an active member, as of January 31, 2012 in good standing with the Jackson State University National Alumni Association, Incorporated and a member of a chartered chapter if one exists in the area in which you reside. Voting will take place via Electronic Ballots during the two week timeframe indicated below. Exceptions must be indicated on the enclosed colored request for paper ballot form.

We will adhere to the following timeline in order to guarantee a smooth electoral process:

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| March 1, 2012 | Mail Nomination and Elections Timeline and Procedures Letter; Request for Paper Ballot Form; and Nominee Verification Form to all current national dues paying members, as of January 31, 2012. |
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Nominee Checklist:

- ___ Complete all information on the **Nominee Verification Form** and secure required signatures.
- ___ Mail Nominee Verification form by **March 30, 2012 (postmark deadline)**

Please address any questions or concerns to:

JSUNAA Nomination and Election Committee
Post Office Box 17820
Jackson, MS 39217-0250
Phone: 601-979-2281

Regards,

Please Note: In order to participate in the electronic voting process you must have a valid e-mail address on file. Please contact Lonnie Simpson by March 30th at lonnie.t.simpson@jsums.edu to verify or submit your information.

Yvette & Claudia Greene, Co-Chairs
Nominations & Elections Committee

Jackson State University National Alumni Association, Inc.

2012 Nominee Verification Form

Preliminary Information
October 22, 2011

This form is to be completed by individuals who wish to nominate themselves for a position in the upcoming election process. Nominations are open for the following office(s): **Principal Officers, Regional Vice Presidents and Regional Board Members**

Return Form: Nominations and Elections Committee
5080 Highland Lake Drive
Atlanta, GA 30349

Name _____ Grad Year _____

Address _____ City _____ State _____ Zip Code _____

E-mail Address _____ Telephone () _____

Office being sought (initial in the appropriate box below):

	President	Preside at all meetings of the Association, Board of Directors and executive Committee; serves as an ex-officio member of all committees and may call special meetings and may nominate members to committees as provided in the constitution; shall be the designated representative of the Association.
	1st Vice President	Preside in the absence of the President; Coordinate committee activities and fundraising.
	2nd Vice President	Preside in the absence of the President and the First Vice President; handle responsibilities regarding membership and student recruitment.
	Regional Vice President	Serve as liaison with the national Alumni Office for respective region; interact with local chapters, assist in planning regional conferences and perform other duties as assigned by the National Alumni President; Shall attend two national meetings annually; the Fall and mid-Winter Alumni council Meetings.
	Secretary	Keep in permanent form, complete and accurate records of all meetings of the Association and shall receive and present correspondence; make available copies of all Association records to active members and chapters, in good standing, of the Association.
	Assistant Secretary	Serve in the absence of the Secretary and assist the Secretary as needed; maintain the attendance roll of the Board of Directors at every meeting.
	Treasurer	Serve as chair of the Budget Committee and shall receive deposits, and account for all monies of the Association; periodically check with the Office of Alumni Affairs to monitor all income of the Association; present and submit reports in writing to the Association at each regular and special meeting.
	Financial Secretary	Serve in the absence of the treasurer and assist in receipt and account of all monies of the Association; serve on the Budget Committee and assist the Treasurer in maintaining accurate financial records and preparing for the financial audit.
	Regional Board Member	Serve on the Board of Directors for the JSU National Alumni Association, Inc.; attend three regular meetings a year (required).

Signature of Nominee _____ Date _____

To be completed by the **local chapter president** (signature verifies **active** membership of nominee).

Local Chapter Affiliation _____ Chapter President _____

Signature of Chapter President _____ Phone Number _____

Deadline to submit form: March 30, 2012 (postmark date)

Jackson State University National Alumni Association, Inc.
Nominations & Election Committee

Request for Paper Ballot

This request must be received by **March 30, 2012** (postmark date)

I do not have access to a computer to submit an electronic ballot. Please forward a paper ballot to me at the address listed below:

Please Print Clearly

Name _____ Phone Number _____

Address _____

Return form to:
Nominations and Elections Committee
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