COMMUNITY COLLEGE ASSOCIATION

TIMELINE
AND PROCEDURES FOR ELECTION Of CCA OFFICERS & DIRECTORS

The dates below represent the deadlines for the election of CCA Officers and Director. **Chapter Presidents are responsible for distributing this information to the CCA members in their chapter.** The actual election will be held at the conference, or, in the case of a virtual conference, via the voting website SimplyVoting.

January 15, 2024 — **CCA ANNOUNCES TO THE CCA CHAPTER PRESIDENTS**:

a. Nominations are now open for the CCA Board of Directors.
Positions open are:
Secretary, Treasurer, Women's At-Large Director (S), BIPOC Equity & Justice Director (S), LGBTQ+ Director (S), Part-Time Faculty Director (S), Director District A, Director District B, Director District D, Director District E, Director District G, Director District H-1, Director District K, and Director District M

b. Candidates must complete a Declaration of Candidacy form with an optional 50-word biographical sketch.

c. Names on the ballot will be listed in the order of the current CTA alphabet.

d. Election of the Officers and Directors will be determined by majority vote.

April 12, 2024 — **CCA MEMBERS:**

a. Deadline to return the completed Declaration of Candidacy form with biographical statement and if desired a single-page, single-sided 8 ½ x 11-inch campaign flyer to the CCA Office which must be received **no later than 5:00 p.m., Friday**, **April 12, 2024** by email to elections@cca4us.org or by mail to:

CCA
4100 Truxel Rd.
Sacramento, CA 95834

April 12, 2024 — **CCA CHAPTER PRESIDENTS SUBMIT DELEGATE LISTS:**.

a. Delegate lists must be submitted by email to scassella@cta.org .

b. Delegate lists must be received in the CCA Office **no later than 5:00 p.m., Friday**, **April 12, 2024** in order to ensure that delegates receive election documents. We will attempt but do not guarantee the processing of late delegate lists.

April 19, 2024 — **BIOGRAPHICAL STATEMENTS E-MAILED TO EACH COUNCIL DELEGATE**

April 26, 2024 — **FINAL CALL FOR NOMINATIONS AND CANDIDATE SPEECHES:**

a. A final call for nominations will occur on the floor on Friday evening.

b. All candidates will have the opportunity to address the assembly.

April 27 – 28, 2024 — **CCA ELECTION:**

a. Uncontested elections may have the ballot waived during a general session on Saturday morning.

b. A 1 ½ hour window shall be held on Saturday prior to the end of the day's last conference session.

c. If a runoff election is needed, it will be completed on Sunday.

d. The CCA Elections and Credentials Committee shall conduct the election.

April 29, 2024 — **CCA ELECTIONS CHAIR:**

a. Sends an announcement of results to Chapter Presidents and Candidates.

b. Files ballots and official tally sheets for one year from date of election.

*Challenges must be ***received***, in writing, within 10 days after results are posted. Challenges should be sent to the CCA Elections Chair at the address listed above.