

## **AACRAO Board of Directors – Current Structure and Selection Process**

### **Current Board Make Up**

Currently there are ten Directors on the AACRAO Board of Directors, all with either a Presidential or Vice Presidential title:

- President
- Past President
- President-Elect
- Vice President for Finance
- Vice President for Admissions and Enrollment Management
- Vice President for International Education
- Vice President for Records and Academic Services
- Vice President for Leadership and Management Development
- Vice President for Access and Equity
- Vice President for Information Technology

The duties of all Directors, per the AACRAO bylaws, are:

Members of the Board of Directors act as representatives of the members. Duties of the Board of Directors shall include but are not limited to the following:

- a. Review and articulate the mission and purpose of the Association; Employ an Executive Director and assess his/her performance; Ensure effective Association performance; Manage financial resources and all assets of the Association; Determine, monitor and strengthen the Association's programs and services; Enhance the Association's public standing; Ensure legal and ethical integrity and maintain accountability; and
- b. Publish an annual report and annual financial audit of the activities of the Association.

Specific duties of the President, President-elect, Past President, and the Vice President for Finance are spelled out in the bylaws. In addition, the bylaws state that, "The Vice Presidents shall manage the activities of the committees in their respective professional areas and assist the Executive Director in execution of Association activities."

The President-elect and Vice Presidents are elected by a simple majority of the votes cast by voting members. The President-elect serves a one year term, followed immediately by a one year term as President and then a one year term as Past President. All Vice Presidential terms are three years, and directors cannot succeed themselves.

## **Nominations and Elections Process**

Each year, the N & E Committee nominates individuals to fill the President-elect position, as well as Vice Presidential positions that are expiring during that year. The President-elect and Vice Presidential nominees are presented in a slate from the Committee on Nominations and Elections (N & E) at the Association's annual meeting. Nominations can also be made from the floor during the business meeting.

In addition, prior to the annual meeting the N & E presents a slate of 14 members, from which seven are elected by the membership to serve on the following year's N & E Committee. The person receiving the most votes for N & E will be the Chair-elect and will serve a two year term on N & E, the first as Chair-elect and the second as Chair. The person receiving the second highest number of votes will also serve two years, as Vice Chair-elect and Vice Chair. All other N & E Committee members serve a single year and members cannot be reelected to the N & E Committee within five years after serving.

The N & E process consists of the following steps:

- Opening of nominations, meetings of committee and solicitation of nominations at the annual meeting.
- Continued solicitation of nominations for board positions, as well as N & E, from the annual meeting until mid-summer.
- Solicitation of materials from nominees. Materials include activity forms and statement of goals for each position.
- Meeting of N & E Committee in fall. Committee selects a single candidate for President-elect, each open VP position, and 14 nominees for N & E.
- Voting for N & E in January and February.
- Announcement of N & E and Director nominees prior to annual meeting.
- Presentation of board slate and voting at business meeting during annual meeting.

The N & E Committee selects nominees using a wide variety of criteria including experience in AACRAO and other state and regional associations and professional role. It takes into account the diversity of the association when selecting all nominees. Some of the factors considered include:

- Type of institution – public vs. private, two year vs., four year vs. grad/professional
- Professional responsibility
- Size of institution
- Location of institution
- Gender
- Ethnicity