

March 13, 2018

To: All Faculty
From: LBCCFA

Announcement of Vacancies and Declaration of Candidacy/ Nomination Form showing positions available to run for within the LBCCFA Representative Council and Representative Council.

TIMELINE FOR ELECTION:

1. Date of Announcement of vacancies and terms of office: *Tuesday, March 13, 2018.*
2. Dates for Declaration of Candidacy/Nomination: *Distributed to on campus faculty mailboxes Tuesday, March 13 and due back Tuesday, March 27th, 2018 by 12 noon to LBCCFA ballot box located in mailrooms at each campus or LBCCFA mailbox at LAC (mail code O3).*
3. Date by which to request a ballot if faculty member is on official leave from College (i.e. sabbatical or medical leave): *Tuesday, April 10, 2018 – notify LBCCFA Office via email at ccalbccooffice@gmail.com.*
4. Date ballots will be distributed: *Tuesday, April 10, 2018 ballots will be delivered to faculty mailboxes at each campus.*
5. Dates when voting will take place: *Begins Tuesday, April 10th – ends **Tuesday, April 24 2018 – deadline 12 noon.** Ballots need to be in LBCCFA ballot box located in the mailrooms at each campus and at the Library Circulation Desk at LAC.*
6. Date, time and place where ballots will be counted: *Wednesday, April 25, 2018 at 3:00pm. Location: LBCCFA Office, 4421 E. Village Road, Long Beach.*
7. Date of announcement of results: *no later than Monday, April 30, 2018.*
8. Dates and timelines for run-off election, if necessary: *Tuesday, May 1 – Tuesday, May 15, 2018 deadline 12 noon, ballots need to be in LBCCFA ballot box located in the mailrooms at each campus.*
9. Deadline for filing of challenges to initial election: *12:00 noon on the 10th (calendar) day, following the announcement of the results of the election.*

Timeline for the Elections will also be posted on the Long Beach City College Faculty Association (LBCCFA) website: <http://longbeachcca.org/documents/>