

Date: March 29, 2019

To: Chief Executive Officers, District Chancellors, and Accreditation Liaison Officers of ACCJC Member Institutions; Other Interested Parties

From: Richard A. Winn, Ed.D.

Subject: Announcement of Commission Vacancies; Request for Nominations and Applications

The Accrediting Commission for Community and Junior Colleges (ACCJC) is seeking nominations and applications for individuals who wish to be considered for election as Commissioners for the ACCJC.

Commissioners are elected for a three-year term and are eligible for re-elections for a second three-year term. The composition of the Commission membership can be found in the ACCJC Bylaws, Article IV, Sections 2 and 3, which can be accessed in the ACCJC website www.accjc.org. I also encourage you to review the Duties of the Commissioner found in the attached Commission Application.

The ACCJC is seeking nominations and applications for the following position:

One Administrative Member who is a current chief executive officer in a two-year college or district. The incumbent of this position, Dr. Raúl Rodríguez, has completed two terms on the Commission and is not eligible for re-election.

In addition, the ACCJC announces **four** other Commission positions, which have incumbents who are eligible for election to a second three-year term:

One Administrative Member

The incumbent for this position, Dr. Willard Lewallen, is eligible for a second three-year term and is seeking re-election.

Three Public Members

The incumbents for these positions, Dr. Ned Doffoney, Dr. Lori Gaskin, and Mr. Roberts T. Jones are eligible for a second three-year term and are seeking re-election.

This memorandum serves as the invitation for applications and nominations for the above noted Commission positions. Nominations may be sent via a letter that names the nominee, his or her contact information, and the specific Commission vacancy for which the person is being nominated, and should be signed and dated by the person making the nomination. Persons may also self-nominate by the same process. **Nomination letters must be sent as PDF attachments via email and must arrive at the ACCJC office by 3:00 p.m. on April 15, 2019.**

All nominees will be contacted by the Commission, be asked to agree to be nominated, and asked to complete a Commissioner Application Background Data form.

The nominating committee of the ACCJC will meet at the end of April to nominate a slate of candidates from among the nominees. After a slate is so identified, member college CEOs will be given the opportunity to nominate additional at-large candidates for the ballot. At-large candidates with the requisite number of endorsements will be added to the ballot. Ballots will then be emailed to each institutional CEO in May and the election results will be announced at the June 2019 Commission meeting. Elected Commissioners will begin their service July 1, 2019, serve a three-year term, and may stand for election to a second three-year term.

The Commission's Policy on Conflict of Interest for Commissioners, Evaluation Team Members, Consultants, Administrative Staff, and Other Commission Representatives, the Policy on Professional and Ethical Responsibilities, and the ACCJC Bylaws are attached to this memo. Please visit the ACCJC website at <https://accjc.org/commissioners/> to learn more about the current ACCJC Commissioners.