



CAUAA 2019 Nominations / Elections Critical Dates

Critical Election Dates	Election Activity Description
FINANCIAL MEMBERSHIP DEADLINE FOR NOMINATION PROCESS Wednesday, March 20, 2019	2018–2019 financial members as of 11:59PM (EDT) / 8:59PM (PDT), Wednesday, March 20, 2019 will be eligible to participate in the nominations process.
PUBLISHING OF NOMINATION GUIDELINES Friday, March 29, 2019	2019 Nomination Guidelines available to financial members via (website, email, US mail)
NOMINATION WINDOW Beginning Friday, March 29, 2019 – Monday, April 8, 2019	Financial Members may nominate alumni, nominate yourself, or be nominated for office. Any Chapter/Affiliate in good financial standing by this date may nominate alumni for an office via email or by US mail.
DEADLINE TO SUBMIT NOMINATION FORMS Monday, April 8, 2019; 11:59PM (EDT) /8:59PM (PDT) (CAUAA NominatingCommittee@gmail.com)	DEADLINE to submit nomination forms to CAUAA via email or by US Mail to Nominations Committee is 11:59pm Friday, April 12, 2019.
ELIGIBILITY Wednesday, April 10, 2019; 11:59PM (EDT) /8:59 PM (PDT)	All nominees notified of eligibility/ ineligibility
REQUIRED DOCUMENT DEADLINE **Friday, April 12, 2019; 11:59PM (EDT)/8:59PM (PDT) (CAUAA NominatingCommittee@gmail.com)	Required documents from nominees must be received via email by Nominations Committee including: 1.) Willingness to Serve 2.) Proof of contribution to institution in 2017-2018 3.) Biographical summary (1-page or less) 4.) Current headshot (photo). Nominees will be informed of eligibility/ineligibility via email.
BALLOT PREPARATION AND DISTRIBUTION	Ballots will be prepared with candidate biographical information and photographs

<p>Monday, April 15 – Friday, April 26, 2019</p>	
<p>CANDIDATE CAMPAIGNING BEGINS Monday, April 15, 2019</p>	
<p>FAILURE TO RECEIVE BALLOT NOTIFICATION Monday, May 6, 2019; 11:59PM (EDT) 8:59PM (PDT)</p>	<p>Deadline for members to notify Nominations Committee of failure to receive BALLOT</p>
<p>CAMPAIGNING ENDS & ALL BALLOTS DUE Monday, May 13, 2019; 11:59PM (EDT) 8:59PM (PDT)</p>	<p>DEADLINE to cast ballot ONLINE, by TELEPHONE or mail “POSTMARKED & RECEIVED” by CAUAA NO LATER THAN MONDAY, May 13, 2019</p>
<p>OPENING OF RETURNED BALLOTS Thursday, May 16, 2019</p>	<p>Returned ballots will be opened and counted Location (TBD) will be announced for candidates or representatives to attend</p>
<p>ELECTION RESULTS ANNOUNCEMENT Friday, May 17, 2019</p>	<p>WINNERS OFFICIALLY ANNOUNCED DURING CAUAA MAY ALUMNI WEEKEND</p>