



# National Association of College and University Attorneys

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Kathleen Curry Santora, Chief Executive Officer

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To: NACUA Board of Directors

From: Henry L. Cuthbert, Chair, Committee on Nominations and Elections  
Paul L. Parsons, Staff Liaison

Date: February 23, 2009

Subject: March 2009 Report  
Committee on Nominations and Elections

### Charge to Committee:

The Committee solicits suggestions from the membership for nominations for offices and seats on the Board of Directors, makes additional suggestions of nominees, selects a slate of nominees for election, notifies potential nominees and ascertains their willingness and ability to serve, presents the slate of nominees for election by the membership, and recommends to the Board of Directors procedures for ensuring ongoing volunteer leadership development among NACUA members.

### Work Plan for FY 2008-2009:

- In early September, prepare and distribute to Committee members a comprehensive orientation manual that contains guidelines, protocols, and other background information related to the work of this Committee. Also include background materials related to the changes in composition of the Board of Directors that were approved in June 2008, including a copy of the implementation chart for the Committee's information. Ensure that all Committee members will be able to attend the March 2009 Committee meeting in person.  
*Status: The Committee Manual was prepared and distributed to the Committee in mid-September in preparation for this year's work.*
- Conduct orientation of Committee by conference call in early October. (See proposed timeline for Committee's work in orientation manual.)  
*Status: The orientation call was held on October 8.*

- By late November 2008, issue a call for nominations for the 2009-2012 Class of at-large Board Members (five members). There are no openings for any officer positions this year. ***Status: The call for nominations was issued on December 2, 2008, with several follow-up reminders in December and January.***
- Building upon the work of previous committees, ensure continued diversity on the Board by presenting to the membership a strong slate of nominees drawn from a large and diverse pool of candidates who are representative of the member-representatives. Reinforce Board leadership development by encouraging Board members to participate in the development of the pool of potential nominees. ***Status: The extended deadline for receipt of nominations was January 21, 2009, and NACUA once again received a strong pool of candidates for nominations for the five at-large positions on the Board.***
- As a Committee, provide input into the annual report of the NACUA Board of Directors Advisory Council on Diversity and Inclusivity regarding the nominations processes that support NACUA's diversity and inclusivity initiatives.
- Convene meeting of the Committee in March in Tempe, AZ to deliberate on candidates for nomination and prepare a slate of nominees.
- Present slate of nominees for election by the membership at the June 2009 annual meeting in Toronto.