

April 2, 2015

MEMBERS OF THE ACADEMIC FEDERATION

You are hereby invited to nominate yourself or other candidates to serve as members of the Academic Federation Committee on Committees. Members of this committee are the only Federation leaders elected by the Federation membership.

This committee performs the vital function of ensuring an Academic Federation voice in the administration of the University by appointing members to AF committees and appointing AF representatives to Academic Senate committees. This process ensures that Federation members from every area of campus are represented on committees involved in making university policy. Additionally, all members of the Committee on Committees are also members of the Academic Federation Executive Council.

A nomination form is attached. A brief biography of 150 words maximum must be submitted with the nomination form, including information about the candidate's relevant experience, such as service on major committees and teaching, research, and public service interests.

Each candidate's relevant experience/biography will be published with the ballot.

Electronic nominations and submissions are acceptable. If you have questions about the form or the process, please contact Judi Garcia at judgarcia@ucdavis.edu.

Members of the Academic Federation Committee on Committees serve a term of two years. Due to staggered terms of service, four of the eight committee members will be replaced beginning September 1, 2015, and four will continue. The following members of the Committee on Committees are currently serving and will continue for another year:

Marita Cantwell, Cooperative Extension Specialist, Plan Sciences
Jose Puglisi, Assistant Researcher, Med: Pharmacology
Jeffrey Walton, Project Physicist, Nuclear Magnetic Resonance Facility Office
Mary Wood, Librarian, Health Sciences Library

NOMINATIONS FOR THE ACADEMIC FEDERATION COMMITTEE ON COMMITTEES

In accordance with the procedure described in Bylaw IV (B) and V of the Academic Federation, University of California, Davis, the Academic Federation hereby gives notice that nominations for the Committee on Committees will be received at the Academic Senate Office, 402 Mrak Hall, or electronically to judgarcia@ucdavis.edu until:

Friday, May 1, 2015

David Jones, Chair
Committee on Committees

RULES OF PROCEDURE

(From Bylaws IV & V, Academic Federation)

http://academicfederation.ucdavis.edu/geninfo_bylaws.cfm

IV. OFFICERS AND GOVERNING BOARDS

(B) Committee on Committees

1. **Membership.** The Committee on Committees shall consist of eight regular members, to be elected by the Federation membership.
2. **Election and Term of Office.**
 - A. The elected members of the Committee shall be chosen in the following manner:
 1. Four members shall be elected each year to serve for two years. Members newly elected shall take office on the first day of September following their election.
 2. Election of members of the Committee shall be by electronic ballot in accordance with Bylaw V. The election shall be held before the end of Spring Quarter of each year.
 - B. Vacancies occurring on the Committee shall be filled by appointment for the remainder of the term of the vacated office. Such appointments shall be made by the remaining members of the Committee and shall be made from among the regular members of the Federation.
 - C. The elected or appointed members of the Committee shall be representative of the membership of the Federation in that no one academic series shall be in the majority and that at least four academic series shall be represented on the Committee.
 - D. Members of the Committee on Committees shall be eligible to serve as officers of the Federation. However, if any member of the Committee on Committees is appointed to an office, that member shall resign from the Committee for the period of the appointment to that office, and a replacement member shall be appointed.

V. ELECTION

- A. When elections by electronic ballot are required by the Bylaws or are ordered by other action of the Federation, they shall be conducted by the Rules and Elections Committee and certified by the secretary of the Federation.
- B. Notice of Election: Not less than thirty days prior to any election, the Rules and Elections Committee shall initiate such an election by sending to each member of the Federation a notice via email that nominations for the office or offices in question will be received by the committee during the next twenty days. The Rules and Elections Committee shall specify the date and time after which nominations will no longer be received. These nominations shall be in writing, shall be signed by three members of the Federation other than the nominee, and shall contain a statement signed by the nominee that s/he will accept the nomination. Nominators shall also submit to the committee chair a brief list of the candidate's relevant experience for the office in question.

**TO: Judi Garcia, Analyst
Academic Federation**

The following Academic Federation members hereby nominate

(Name)	(Academic Series Title)	(Department)
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for election as a member of the Academic Federation Committee on Committees* to serve from September 1, 2015 through August 31, 2017.

PRINT Nominator's Name & Department

(Signature)

PRINT Nominator's Name & Department

(Signature)

PRINT Nominator's Name & Department

(Signature)

In the event of election, I agree to serve.

(Signature of Nominee)

(Date)

Please attach the candidate's relevant experience/biography (150 words maximum).

Submit nomination form and relevant experience/biography to:

**Judi Garcia
Academic Federation
402 Mrak Hall**

or electronically to: judgarcia@ucdavis.edu

NOMINATION DEADLINE: May 1, 2015!

**The Committee on Committees appoints the Chair, Vice-Chair and Secretary of the Academic Federation, appoints members of all standing committees of the Academic Federation, and appoints Federation representatives to Academic Senate committees. Members of the Committee on Committees are part of the Executive Council of the Federation. The committee meets regularly all year long and weekly in spring quarter.*