

## COLLEGIATE DIRECTOR QUICK GUIDE

# Nominating Committee members-at-large

All chapter sizes should have a Nominating Committee sophomore member and junior member, in addition to the other chapter management team (CMT) officers and joint chapter management team (JCMT) directors who serve on this committee. The sophomore and junior members can be elected at anytime, however it is most efficient to elect these members when you return to school in the fall, or at least four weeks prior to elections. Their responsibilities, along with the rest of Nominating Committee, are to form the chapter slate based on input from the chapter members' officer interest forms, recommended slating forms and officer candidate evaluation forms.

### RESPONSIBILITY

### RESOURCES

Complete Chapter Slating/  
Elections/Transitions (SET)  
Process

[Changing of the Tides Handbook](#)

Slating Process for CMT  
officers and members of  
Honor Board

participate in elections steps 8-12, (Anchorbase tasks completed by the chapter president); [Changing of the Tides Handbook](#); [Collegiate Chapter Officers Manual \(CCOM\)](#)

Slating Process (for JCMT  
directors)

[Collegiate Chapter Officers Manual \(CCOM\)](#)

### MARK YOUR CALENDAR

- Attend JCMT meetings.
- Slating meeting(s), one week prior to elections.
- Meet with all of Nominating Committee to appoint directors following CMT/Honor Board elections.
- Participate in your chapter's events ... members need to see you participating!

### DIVE DEEPER

- What is slating? Slating is the process by which Nominating Committee selects who they feel are the best members for each CMT position. (Though members can challenge the slate.)
- Worried about picking the right person for a position? Prior to slating, familiarize yourself with the officer descriptions in the CCOM.
- Questions? Email your chapter's Regional Collegiate Specialist (or Council Appointed Coordinator/New Chapter Coordinator). Their contact info is in Anchorbase.

### LINKS TO BOOKMARK

- [Anchorbase](#) (for contact information for your chapter's advisory team chairman, current roster, etc.)
- Check out the [Collegiate Chapter Officers Manual \(CCOM\)](#) for details on all chapter officer/director responsibilities.
- 2020-2021 [Collegiate Chapter Resource Guide](#) (Changes Due to COVID-19)