

ACCT Representation Opportunities for California Trustees & Endorsement by the California Community College Trustees (CCCT)

One out of five community college students in the nation attends a California community college, and our efforts to promote access and success nationally for the state's diverse student population are crucial. The CCCT encourages trustee engagement in local, state, and national advocacy efforts. One key opportunity includes involvement with the Association of Community College Trustees (ACCT) Board of Directors and Committees. This document outlines these opportunities and provides more information on the endorsement process formalized by the CCCT Board to best position California candidates pursuing positions on ACCT.

Candidates interested in ACCT service are encouraged to begin by joining an ACCT committee to learn more about the organization and to develop relationships over time. The CCCT is working on growing a candidate pool of those interested in ACCT service.



ACCT's membership territory is divided into five regions: Central, Northeast, **Pacific**, Southern, Western

ACCT Board of Directors (26 members):

- 15 regional directors (max 2 terms); annually 1 elected from each region at the Regional Caucuses & Meetings*
- 9 directors-at-large (max 2 terms); annually 3 elected at the Senate Meeting*
- 2 directors appointed by the Chair
- 1 term = 3 years; staggered terms

Diversity, Equity, and Inclusion Committee (10 elected members + additional appointed members):

- 2 elected members per region (max 2 terms); annually 1 elected from each region at the Regional Caucuses & Meetings*
- 1 term = 2 years; staggered terms

**election will take place during the September/October ACCT Leadership Congress*

The ACCT Board of Directors meets 3 times a year. Board members are required to attend:

- Prior to the Community College National Legislative Summit
- A day or two before the Annual Leadership Congress
- During the Summer Board Retreat

In addition, board work may also be done via telephone, email, and postal mail.

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There are **three ways to run for an elected seat** (Regional Director or Director at-Large) on the ACCT Board of Directors. The process for running for an elected seat on the Diversity, Equity, and Inclusion Committee has identical process. **In order to receive support and be an endorsed CCCT candidates, please first read page 3** for CCCT Endorsement Timeline.

| <p style="text-align: center;">To declare your candidacy in advance of elections</p> <p>Way # 1 by the January deadline will give you the opportunity to appear in the ACCT Spring Advisor and receive support from the Pacific Regional Nominating Committee</p> <p>Way # 2 after the January deadline and by 2pm PST on July 1 will give you the opportunity to appear in the ACCT Fall Advisor</p> | <p style="text-align: center;">To run for a seat from the floor</p> <p style="text-align: center;">Way # 3 at the ACCT Leadership Congress</p> |
|---|---|
| <p>all nomination materials below must be sent either via mail (return receipt requested) postmarked by the deadline above to the ACCT President at the Washington, D.C. office or emailed by 2pm PST on deadline date above to nominations@acct.org The President will send you information within 30 days prior to the Leadership Congress</p> | <p>all nomination materials below must be emailed to nominations@acct.org up to 30 days prior to the Annual ACCT Leadership Congress in October ACCT Staff will respond and send you information</p> |
| <p>Must be a trustee at an ACCT member college.</p> | <p>Must be a trustee at an ACCT member college</p> |
| <p>Submit a letter of declaration to run for office.</p> | <p>Must be nominated from the floor by a voting delegate from the candidate’s respective institution.</p> |
| <p>Submit a letter of support from your local board indicating your institution’s commitment to provide financial support for your service as an ACCT Board member, including participation in the ACCT Leadership Congress, Community College National Legislative Summit, and Annual Summer Board of Directors Retreat and Meeting.</p> | <p>Submit a letter of support from your local board indicating your institution’s commitment to provide financial support for your service as an ACCT Board member, including participation in the ACCT Leadership Congress, Community College National Legislative Summit, and Annual Summer Board of Directors Retreat and Meeting.</p> |
| <p>Submit a one-page resume that emphasizes community college-related service and other civic activities. Information about professional history and education may also be included.</p> | |
| <p>Submit a narrative statement that details qualifications, not to exceed 150 words, for inclusion in printed voting materials.</p> | |
| <p>Provide a print-quality (300 dpi or higher) head-and- shoulders photograph by email. If an electronic photo is not available, a 5” x 7” head-and-shoulders photo, preferably color, may also be accepted. (Photos will not be returned.)</p> | |
| <p>An optional second letter of support from another ACCT member board (for example, a state association). This letter of support must be limited to one page.</p> | |

Washington, D.C. office’s Address: ACCT President, 1101 17th Street NW, Suite 300, Washington, D.C. 20036.

2023 CCCT Endorsement Timeline (for 2024 ACCT Elections)

Note: Only elected positions are eligible for CCCT endorsement with the exception of the nominating committee.

| August 2023 | October/November | November/December |
|---|---|---|
| <p>Aug 1 Endorsement application available online link</p> | <p>Oct 18 Endorsement application deadline (typically end of October or early November - after the ACCT Leadership Congress)</p> <p>Prior to Nov 16 Candidate interviews via Zoom</p> | <p>Nov 16 Decisions made at Joint CCCT/CEOCCC Meeting</p> <p>end of Nov CCLC on behalf of the CCCT Board will email endorsed candidate(s) CCCT Board support/congratulatory letter.</p> |

2024 ACCT Election Timeline for 2025 Positions

| Jan 2024 | Feb | Jul | Oct |
|--|---|--|---|
| <p>(way # 1, see p. 2) Candidate to submit a declaration letter to run for office plus additional materials either via email (preferred) nominations@acct.org or mail ACCT President, 1101 17th Street NW Suite 300 Washington, D.C. 20036</p> <p><i>Please also email a copy of everything to the CCLC rina@cleague.org</i></p> <p>Upon receipt, candidate will receive a submission confirmation email within 3 working days. If not, contact Jee Hang Lee, VP Public Policy & Ext. Relations, jhlee@acct.org</p> <p>Candidates will have the opportunity to appear in the ACCT Spring Advisor & receive support from the Pacific Regional Nominating Cmt.</p> | <p>ACCT will send candidate info received to the Regional Nominating Committee</p> <p>Regional Nominating Committee at the National Legislative Summit (NLS) will interview and nominate candidates for the regional directors and Diversity Committee and support directors-at-large.</p> <p><i>Candidate is not required to attend and be interviewed at the NLS, but is highly encouraged</i></p> <p>Next step, see October.</p> | <p>(way #2, see p. 2) Candidate to submit a declaration letter to run for office plus additional materials either via email (preferred) nominations@acct.org or mail ACCT President, 1101 17th Street NW Suite 300 Washington, D.C. 20036</p> <p><i>Please also email a copy of everything to the CCLC rina@cleague.org</i></p> <p>Upon receipt, candidate will receive a submission confirmation email within 3 working days. If not, contact Jee Hang Lee, VP Public Policy & Ext. Relations, at jhlee@acct.org</p> <p>Candidates will have the opportunity to appear in the ACCT Fall Advisor</p> | <p>Election held at the ACCT Leadership Congress: During the Regional Caucuses & Meeting: BOD = 1 regional director is elected Diversity Committee = 1 member is elected During the Senate Meeting: BOD = 3 directors are elected at large</p> <p>Nominations will be accepted from the floor made by a voting delegate from the candidate's institution. The voting delegate making the nomination must make the nomination on behalf of the member board and provide a letter affirming the member board's support at or before the nomination.</p> |

ACCT Committees

All members must be a voting member of the region and have full voting rights.

All related expenses are the responsibility of their college.

Unless otherwise indicated, all committees below are appointed.

| | Links | Term | Deadline | Travel Commitment |
|---|--|--|---|--|
| Board | Diversity, Equity, and Inclusion (for appointed only) | 1-year term max 3 consecutive | Nov 1 | Committees meet twice a year and are required to attend: <ul style="list-style-type: none"> • Prior to the National Legislative Summit • A day or two before the Annual Leadership Congress Committee work may also be done via telephone, email, and postal mail. |
| | Finance and Audit | | | |
| | Governance and Bylaws | | | |
| | Member Communications and Education | | | |
| | Public Policy and Advocacy | | | |
| Board Committees members are appointed by the ACCT Board Chair and will be formed before the first of the year. No more than one associate member from a college shall serve on any one board committee, and Committee chair shall be a member of the BOD. Apply online by November 1 at https://www.acct.org/board-committee-interest-form and include a support letter from your board. Members currently servin g in 2023 MUST re-apply if interested in serving in 2024. | | | | |
| Other | Regional Nominating Committee (elected) | 2-year terms multiple term must be separated by at least 1 year | Notify Pacific Region Chair far in advance before the Leadership Congress | The committee meets in conjunction with the National Legislative Summit in Washington, D.C. |
| | State, Province, and Territory Coordinators Network | 3-year terms no limit | Notify Pacific Region Chair | <ul style="list-style-type: none"> • Biannual teleconference calls • Annual orientation/activity planning Network meetings at the National Legislative Summit and Congress |
| | Trustee Advisory Committee (members are exclusively former ACCT Board Members) | 1-year term max 3 consecutive | N/A | The Committee shall hold meetings consistent with its charge, whether in-person, or by electronic means, as necessary in order to conduct its business. |

Note: State, Province, and Territory Coordinators application also requires a support letter from your board.

Voting Member: Voting Members are defined as governing and advisory boards of accredited not-for-profit community-based postsecondary educational institutions that primarily offer programs other than baccalaureate, graduate, and professional degrees, including boards of state systems that include such institutions. No more than one (1) member from any member board may serve as an elected member of the ACCT Board of Directors (or Diversity Committee) at the same time.