

# 2009 ATMAE Election Cycle



## Task Timeline:

***NOTE: Organizational structure changes may affect 2009 elections***

**Through March 1, 2009 - Review Election Schedule and Primer, Begin Solicitations:** Is the Past President the nominating committee chair? Or is someone else designated to lead the process? Plan your nominating process activity.

**May 1 - Suggested deadline for completing candidate solicitation:** Finish by the end of the academic term - when school's out, replies to mail or email entreaties can be difficult.

**June 30 - Suggested deadline to select required number of nominees for each position:** Request a sort biographical/campaign statement from each candidate

**July 15 - Suggested deadline for bio/campaign statements** from your nominees.

**\*\*August 1 - Deadline for submitting nominee slates to the ATMAE office and final bio/campaign statements for each nominee:** This date is established by the ATMAE Association and Division Bylaws, which requires a slate to reported to the ATMAE Office by no later than 90 days prior to the start of the annual convention.

**August 10 – ATMAE Office prepares ballot materials for printer and website**

**August 21 - Target ballot mailing / website opening for 2009 elections**

**September 1 – Balloting / Election Website Opens**

**September 28 - Deadline for receipt of ballots in mail and online**

**October 9, 2009 - ATMAE office reports election results to Executive Board Chair (at least 30 days prior to convention.)**

***Consult the Election Schedule for Division and Board Positions to be Elected***