

**Tampa Alumnae Chapter of
Delta Sigma Theta Sorority, Inc.
Nominating Procedures for 2016-2018**

Elected Offices

1. President
2. First Vice President
3. Second Vice President
4. Third Vice President
5. Recording Secretary
6. Assistant Recording Secretary
7. Corresponding Secretary
8. Assistant Corresponding Secretary
9. Treasurer
10. Assistant Treasurer
11. Financial Secretary
12. Assistant Financial Secretary
13. Historian
14. Internal Audit Chair

Nominating Committee Chairpersons and Committee Members

1. Nominating Chair
2. Nominating Co-chair
3. Nominating member
4. Nominating member
5. Nominating member
6. Nominating member
7. Nominating member
8. Chairperson Internal Audit Committee

Eligibility for Elected Officers

1. Be financial with the Tampa Alumnae Chapter and Grand Chapter for the fiscal year in which the election takes place. If elected, the officer shall maintain financial status during her term(s) of office.
2. Be present at the meeting during which she is to be nominated from the floor as well as elected with the exception of an extenuating circumstance (i.e., illness, death, and/or job related activity).
3. To be eligible for the position of President, First Vice President, Second Vice President, Third Vice President, Treasurer, and Financial Secretary, a chapter member shall have attended at least one of the last three national conventions or one of the last three Regional Conferences held prior to her nomination.

Nominating Procedures for Election of Officers

1. Letters of intent from the current officers shall be addressed to the Nominating Committee chair and mailed to the sorority's P.O. Box before the set deadline date **March 7, 2016.**
2. Any officer interested in being re-nominated for the position currently held shall submit a letter to the Nominating Committee indicating her intent in March and must be postmarked by the Monday preceding the Executive Board meeting held **March 7, 2016.**
3. Members who want to recommend sorors for any position shall submit the names on a form approved by the chapter (*Addendum I*) to the Nominating Committee chair no later than the March sorority meeting. These forms may be submitted at the sorority meeting in March or mailed to the sorority's P.O. Box by **March 26, 2016.**

Timeline Overview

February – Present Information to executive board and sorority meeting

March – Receive nomination forms at the executive board and sorority meeting – **due date 3/26/16**

April – Present Electoral slate of officers to Executive Board and Sorority meeting,
Receive nominations from the floor – nominees must be prepared to verify her qualifications for the position.

May – Vote – elections committee

June – Install new officers

If a member is qualified to run for office, her name shall be added to slate of officers for election.

Please read Policies and Procedures June 24, 2015 version.

A. Pages 10-14 for duties of each position.

B. Pages 29-32 nominations/elections

This is online: www.dstta.com, click on members only.

Password _____

User ID _____

Note: Distribution Items

- A. Addendum I nomination forms
- B. Duties and responsibilities
 - 1. One per table
 - 2. Packet to view (please leave on table)

Submitted by:

Nadine Johnson – Nomination Chair (813-727-6078)

Dr. Joyce Patterson – Nomination Co-Chair (813-731-9197)

Nominating Committee Members:

Patricia M. Washington

Tequilla Schantel Bobo

Pamela Bellamy Lee

Lauren Gay

Chonta Haynes

President – Dr. Leslie Brown

Second Vice President – Karen Beard