January 29, 2010

Dear Colleague:

This spring, there will be annual elections for a single adjunct representative in each Academic Division, including L&LRC and Counseling, who will participate fully in all divisional matters, including voting for the Division’s Chair election. Please see the attached pages of the Contract for detailed information about participation and divisional matters.

If you are interested, you will need to be available at the times your division meets, so please consult your chair as to your division’s meeting schedule. This is an ancillary activity, so it may be used to fulfill your flex obligation.

If you would like to run, please submit your name in writing to the Office of Academic Affairs in person, by email, or by US mail by Tuesday, February 16, 2010.

Please address your submission to Adjunct Faculty Divisional Representative.
Send your written submission of interest to: Dean Linda Clowers in Academic Affairs.

Ballots will be distributed to all eligible adjunct faculty February 17, 2010 and must be returned to the Office of Academic Affairs either by US Mail or in person by Wednesday, March 3, 2009.

Steps in the Process:
- Election letters 1/29/2010 Fri
- Nomination due to Academic Affairs 2/16/2010 Tue
- Ballots Out 2/17/2010 Wed
- Ballots Due 3/3/2010 Wed
- Ballots counted and election announced 3/4/2010 Thur

Sincerely yours,

Robert Sprague
Vice President of Academic Affairs