



## Georgia Association for Developmental Education

### Call for Nominations for the 2019–20 GADE Executive Board

The GADE Executive Board is issuing a call for nominations for officers who will serve on the Board beginning February 2019. The positions to be filled are **president-elect** (one year in that position, one year as president, and one year as past-president), **vice president** (two-year term), and **treasurer** (two-year term). Individuals elected to the positions will be installed at the 2019 GADE Conference session at the 2019 NADE Conference in Atlanta, GA.

**Please note that the deadline for nominations is November 30, 2018.**

The Executive Board welcomes and is actively soliciting nominations from individual GADE members. Nominees should be aware of and willing to pursue nomination for a specific position. The Nominating Committee will submit all nominees, along with their professional resumes, and recommendations regarding them to the Executive Board. The board will then review the names and information submitted, review the Nominating Committee recommendations, and determine the slate for the ballot. The Nominating Committee will present to the membership the final list of candidates in electronic ballot form.

A suggested nomination does not guarantee a place on the slate. In the interest of diversity, the following factors of the suggested nominee will be considered in relation to recent and current board members: geographical location of the nominee, gender of the nominee, ethnicity of the nominee, and type of institution (e.g., two year, four year; public, private). Factors to be considered will include interest level of the nominee, resume of the suggested nominee, developmental education/learning assistance experience, presentations and publications, nominee's references, length of membership in GADE, and description of previous GADE and/or NADE activities. Leadership in other associations may be considered as well.

In addition to meeting the specific qualifications for each position, board officers are also expected to fulfill more general but essential roles as team members who take an active role in running the association, so candidate selection will be made "in the Association's best interests and priorities" (NADE Bylaws, Article V, Section 2) . The Nominating Committee will send each nominee a copy of the appropriate job description.

Nominees should have sufficient time and institutional support for the activities necessary to carry out the duties of the respective positions.

If there are any questions, please contact Dr. Ethel Berksteiner at 912-443-5894 or [eyberksteiner@savannahtech.edu](mailto:eyberksteiner@savannahtech.edu).

# Open Positions

## 2019-20 GADE Executive Board

In 2018, GADE members will elect a president-elect, a vice president, and a treasurer. The GADE Nominating Committee requests that you consider possible nominees to fill these positions on the Executive Board for 2019–20.

The **president-elect** (2019–20; president, 2020-21; past-president, 2021-22) shall participate actively in all Executive Board meetings and provide reports of all activities. Additionally, the president-elect shall serve as co-chair of the GADE Conference; serve as the Executive Board liaison with the Learning Support Program directors; act as the presiding officer of the association in the absence of the president; audit the treasurer's annual report; serve in a general capacity as the president's advisor in matters affecting GADE; shadow the president in preparation to assume the duties of the president the following year; perform additional duties at the discretion of the president and Executive Board; and provide timely transition for the incoming president-elect and mentor as requested.

The **vice president** (2019-21) shall participate actively in all Executive Board meetings and provide reports of all activities. Additionally, the vice president shall serve as publicity chair of the GADE Conference; contact potential GADE members; prepare and disseminate membership applications; research and follow up with lost contacts from conference year to conference year; recruit membership chairs from each institution; report the status of membership at the annual conference business meeting; serve in a general capacity as the president's advisor in matters affecting GADE; perform additional duties at the discretion of the president and Executive Board; and provide timely transition for the incoming vice president and mentor as requested.

The **treasurer** (2019-21) shall participate actively in all Executive Board meetings and provide reports of all activities. Additionally, the treasurer shall serve as registrar of the GADE Conference; oversee and coordinate all financial activity of the Executive Board and Conference Planning Committee and provide a financial statement at each meeting; register the association annually with the Secretary of State; present previous year's treasurer's report at the annual conference business meeting; serve as the president's advisor in matters affecting GADE; perform additional duties at the discretion of the president and Executive Board; and provide timely transition for the incoming treasurer and mentor as requested.

Please use this link, [FILL OUT FORM](#), to access the GADE Nominating Form to submit names of persons who you believe would serve the organization well in these positions. Contact the individuals prior to submitting their names to make certain they are willing to place their names in nomination. Self-nominations are welcome.

If there are any questions, please contact Dr. Ethel Berksteiner at 912-443-5894 or [eyberksteiner@savannahtech.edu](mailto:eyberksteiner@savannahtech.edu).