

2022 National Convention

Greensboro, NC & July 28 - August 1



REQUEST FOR ACTION: DUE DATE JANUARY 15, 2022

DATE: November 29, 2021

TO: All Members of Sigma Alpha Iota

FROM: Dr. Deborah Volker, Chairman 2022 SAI Nominating Committee
9006 Parliament Dr Phone: (703) 298-6470
Burke, VA 22015 Email: nomcommitteechair22@sai-national.org

RE: REQUEST FOR RECOMMENDATIONS FOR NATIONAL, REGIONAL, AND PROVINCE OFFICERS FOR THE 2022-2025 TERM

It is time for members of Sigma Alpha Iota to give serious consideration to the beginning process that will result in the slate of officer nominees presented at the 2022 National Convention next summer for the election of National, Regional, and Province Officers. The process begins at the local level, with all members having the opportunity to recommend persons for various offices to the Nominating Committee.

Recommendations must be emailed or postmarked to the Nominating Committee Chairman (address above) by January 15, 2022.

Attached to this letter are the following:

1. The results of a survey of current National, Regional, and Province Officers that includes information gathered from each officer about her eligibility and willingness to serve again. *This list is NOT a nomination list.* **To serve again each current officer must be recommended by fraternity members to the Nominating Committee, nominated by that committee, and elected to a new term at Convention.**
2. Guidelines to the Nomination/Election process *to be shared with your chapter members.*
3. A job description for all elected National Officer, Regional Officers, and Province Officers *to be shared with your chapter members.*
4. Two copies of a form requesting recommendations for national, regional, and province elective offices. This form may be duplicated if needed. **Recommendations must be postmarked or emailed to the Nominating Committee Chairman no later than January 15, 2022.**

Upon receipt of the recommendation, the Chairman of the Nominating Committee will send notification to each person to ascertain her willingness to serve and to obtain background information pertaining to her potential candidacy.

The Nominating Committee will review the information received from each potential candidate, interview each candidate for national office to the extent possible, and post the names of eligible nominees in the Officer Portal by the first week of May 2022.

THE PROVINCE, REGIONAL, AND NATIONAL LEADERSHIP OF SIGMA ALPHA IOTA FOR THE NEXT THREE YEARS WILL BE DETERMINED BY THE PROCESS THAT BEGINS AT YOUR CHAPTER LEVEL. WE URGE YOU TO PARTICIPATE FULLY.

Music Is Our Call

One Tunnel Road, Asheville, NC 28805 / 828-251-0606 / www.sai-national.org

SEEKING RECOMMENDATIONS FOR FRATERNITY LEADERSHIP POSITIONS FOR THE 2022-2025 TRIENNium

Every member of Sigma Alpha Iota has an opportunity to participate in the Fraternity's nominating process. The nominating committee is looking for the most qualified candidates for the National Executive Board, Regional Officer, and Province Officer positions. Complete the enclosed form and send it to Dr. Deborah Volker, Chairman of the Nominating Committee (nomcommitteechair22@sai-national.org), to be emailed or postmarked no later than January 15, 2022.

WHO is elected at the National Convention?

The seven elected members of the NEB, the eight Regional Officers, and the sixty-five Province Officers are elected by the delegates of the National Convention in Greensboro, North Carolina, July 28-Aug. 1, 2022.

WHO may recommend a candidate?

Any SAI in good standing may recommend a candidate. Suggestions are also solicited from the collegiate and alumnae chapters. Interested individuals are also encouraged to submit their names to the Nominating Committee.

WHAT qualities are important?

SAI officers are volunteers who care deeply about Sigma Alpha Iota, who believe in the Purpose, and who want to assure the continuing health and vitality of the fraternity. A candidate must have proven leadership ability and strong managerial, communication, and analytical skills. She should be mature, self-motivated, a good team player, and able to relate well to others. She should be a role model—someone who will represent the Fraternity well.

WHAT is the term of office?

National Executive Board members, Regional Officers, and Province Officers are elected to a three-year term at the close of each National Convention. No one may hold the same position for more than three consecutive terms. In addition, members may not serve on the NEB for a total of more than six terms.

RESPONSIBILITIES of NEB Members

The members of the NEB direct the policy of the fraternity and transact fraternity business in the interim of convention. Four-day meetings are usually held twice a year for the purpose of reviewing reports, acting on recommendations, authorizing the budget, and laying plans for guiding the fraternity's future. NEB members are expected to be in constant contact with fraternity members, to oversee the work assigned to directors and committees, and to interpret the Fraternity National Bylaws and procedures. They work closely with SAI Philanthropies, Inc., the charitable arm of Sigma Alpha Iota, and appoint the Chairman of Philanthropies. [Individual job descriptions are available on the SAI website.]

RESPONSIBILITIES of Regional Officers

The Regional Officer serves as a liaison between the Province Officers in her Region and the National Executive Board, contributes to the training of the POs in her region, provides leadership for the POs in her region in consultation with the appropriate National Vice President, and works with the collegiate chapter advisors, when necessary. She deals with regional level issues that come to her from the POs.

RESPONSIBILITIES of Province Officers

The Province Officer serves as a link between local chapters of her province and the regional and national directors and officers, providing leadership for and supporting the collegiate and alumnae chapters. She maintains contact with the administration and advisors of each collegiate chapter in the province and conducts an annual official visit to each collegiate chapter and an annual official visit or phone conference with each alumnae chapter.

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In addition to elected offices, the NEB welcomes recommendations for the various directors, chairmen, and committees. These include all Fraternity and Philanthropies Directors, Bylaws Committee, and Distinguished Membership Committee.

RECOMMENDATIONS FOR SAI PHILANTHROPIES, INC., CHAIRMAN AND BOARD POSITIONS

The National Executive Board will be appointing a Chairman of SAI Philanthropies, Inc. at their board meeting immediately following the 2022 convention. The Chairman presides at all Philanthropies Board meetings (usually once or twice a year) and attends meetings of the Fraternity's National Executive Board. She sees that all resolutions and directives of the Board are carried into effect. More about this job description can be read on the SAI website. In addition to the Chairman, all other Philanthropies Board positions are also appointed and include Vice Chairman, Secretary, Treasurer, and two Board positions. Recommendations for these appointed volunteer positions will be accepted through July 15, 2022, and should be sent to the National President (natlpres@sai-national.org).

SIGMA ALPHA IOTA
Guidelines—Nominating/Election Process
For National, Regional, and Province Officers—2022 Convention

Note: The initial stage of this process has a deadline date of January 15, 2022.

PRIOR TO CONVENTION

1. In early October, the Chairman of the Nominating Committee surveys national, regional, and province officers to determine if they are eligible and willing to be considered for the same or another office in the coming election.
2. In November, the Chairman of the Nominating Committee sends a mailing to all collegiate and alumnae chapters, current National Officers Conference, Philanthropies Directors and Officers, and past national officers. The mailing includes:
 - a. The results of the survey of current elected national, regional, and province officers that indicates whether or not each is willing to be nominated for the same or another elective office.
 - b. Job descriptions for all elected national offices, regional office, and province office.
 - c. A recommendation form for potential nominees. This form may be duplicated.
3. All members of Sigma Alpha Iota who are in good standing may recommend potential nominees to the Nominating Committee. Remember to include current national, regional, and province officeholders who are willing to serve; they, too, must be recommended to the Nominating Committee. Incumbents are not automatically considered again.
4. The charge of the Nominating Committee is to verify whether a recommended person meets the eligibility requirements for the office suggested and to prepare a slate of nominees. Members of the Nominating Committee may not be candidates for any elective national office.
5. Recommendations must be emailed or postmarked to the Chairman of the Nominating Committee no later than January 15, 2022. Recommendations received after this date will not be considered.
6. The Chairman of the Nominating Committee will notify each recommended person and obtain in writing the willingness of the person to enter the election process and her qualifications for the position for which she has been recommended. These responses are to be returned to the Chairman by March 1, 2022.
7. Persons will be considered only for recommended offices. A member may be considered for no more than one national and one province office per election. Regional office candidates may also be considered for national or province office.

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8. The Nominating Committee will review the list of potential candidates via mail, email, and conference calls. After due consideration of each person's qualifications, the committee will prepare a list of eligible nominees to be posted on the Officer Portal by the first week of May. This will allow chapters to study the qualifications of the candidates and to send their delegates to Convention with any questions for the "Meet the Candidate" sessions.
9. The Nominating Committee will prepare a slate of nominees, one or more for each National, Regional, and Province office, to be presented at the opening General Session of the Convention.

AT CONVENTION

1. During the opening General Session of the Convention, the Chairman of the Nominating Committee will read the slate of nominees, one or more for each national, regional, and province office. The National President then will open nominations from the floor. If the eligibility of members nominated from the floor has not been previously established, this determination shall be made promptly by the presiding officer.
2. If nominated for more than one national office, the candidate must choose for which office she will remain in the running. When the choice is made, the candidate may not run for any other national office.
3. Biographical information about candidates for national office will be made available to delegates for review.
4. Time will be provided during the Convention for nominees to address questions from the delegates.
5. All chapter delegates (college and alumnae) may cast one full vote for each elected national officer, one full vote for their respective regional officer, and one full vote for their respective province officer.
6. Voting members of the National Executive Board may cast one full vote for each elected national officer. In the election of regional and province officers, the NEB votes shall be calculated on the basis of one-third of the total NEB votes cast for each regional and province officer position.
7. Other members of the National Officers Conference may cast one full vote for each elected national officer, the Regional Officer in her region, and the Province Officer in her province.

Dr. Deborah Volker, Chairman, Nominating Committee for 2022 SAI Convention Elections

Address: 9006 Parliament Dr
Burke, VA 22015

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Email: nomcommitteechair22@sai-national.org