

Date: April 23, 2021

Memo to: Chief Executive Officers, District Chancellors, and Accreditation Liaison Officers of ACCJC Member Institutions; Other Interested Parties

From: President Stephanie Droker, Ed.D.

Subject: Commissioner Nominating Committee, Announcement of Commission Vacancies, and Request for Nominations/Applications

On behalf of the Nominating Committee, the Accrediting Commission for Community and Junior Colleges (ACCJC) is seeking nominations and applications from individuals who wish to be considered for election as Commissioners to ACCJC.

Commissioners are elected for a three-year term, and are eligible for re-election for a second three-year term. The composition of the Commission membership can be found in the ACCJC Bylaws, Article III, Section 1; the process for electing Commissioners can also be found in the ACCJC Bylaws. [CLICK HERE](#) to view the ACCJC Bylaws.

Nominations may be sent via a letter that names the nominee and includes his or her contact information. It should be signed and dated by the person making the nomination. The nomination letter may serve as one of the nominee's required letters of recommendation. Nomination letters should be sent to Alexandra Spring at communications@accjc.org. Please note that all nominees must complete the Commissioner Application Form and upload the required supporting documents. Persons may also self-nominate by completing the Commissioner Application Form and uploading the required documents. Within the online application form, nominees/applicants will submit the following:

- a. A letter of application stating the basis for interest in service on the Commission
- b. A resume
- c. Two letters of recommendation

All nomination letters, Commissioner Application Forms, and supporting documents must be **submitted no later than 3:00 p.m. on May 21, 2021**, to receive consideration as per the ACCJC Bylaws. [CLICK HERE to access the application.](#)

Please direct all questions to Alexandra Spring, Events and Communications Manager, at communications@accjc.org.

This information will also be available on the ACCJC website www.accjc.org.

Attachments:

- *Memo – ACCJC Nominating Committee 2021*
- *Memo – Announcement of ACCJC Commission Vacancies 2021*
- *Commissioner Application Information 2021*
- *Definitions for Election of ACCJC Commissioners*
- *ACCJC Bylaws Approved April 2021*
- *ACCJC Policy on Conflict of Interest*
- *ACCJC Policy on Professional and Ethical Responsibilities of Commission Members*