

Nomination for EOC Leadership Position

There are 7 Leadership positions on the EOC. For the Commission these are: President, Vice President, Secretary.

The Appeals Committee consists of a Chairperson and 3 Commission members.

President must have served a one-year term on the Commission prior to being elected chair. They must be experienced in the conduct of meetings and be familiar with Robert's Rules of Order. The President conducts the Commission meeting each month. The President prepares the agenda for the Commission meetings and other matters with input from members of the Commission and from staff. The President may serve four consecutive 1-year terms.

Vice President must have served a one-year term on the Commission prior to being elected. The Vice President assumes the duties of the President in the President's absence. The Vice President may serve four consecutive 1-year terms.

Secretary must have served a one-year term on the Commission prior to being elected. The Secretary takes the minutes of the Commission meetings should the staff person who customarily takes the minutes be absent. Traditionally, the Secretary is expected to serve as chair of the Appeals Committee, however the President appoints Commission members to the Appeals Committee. The Secretary may serve four consecutive 1-year terms.

Interest in Appeals Committee

In the event of an appeal, the Appeals Committee shall review the Hearing Examiner's determination and shall consider only the record of the hearing on the merits, written exceptions to the Hearing Examiner's Recommended Findings of Fact, Conclusions and Order, any written arguments properly submitted and oral arguments permitted on appeal.

The appeals committee typically meets an hour before a regular Commission meeting.

The President appoints Commission members on the Appeals Committee at any time in their terms of service and will be subject to re-appointment each year.

Election Procedure

Any Commission member may nominate another member to serve as President, Vice President or Secretary or a member may self-nominate. Members shall be given an opportunity to speak about their desire and/or their qualifications to serve in a leadership position. A vote shall be taken at the same meeting. Per MGO 33.01(7)(a), officers shall be chosen by secret ballot if requested by any member.

The Commission will start with the election of President. If submitted, nomination forms will be reviewed for nominations (see below). Members will be prompted for further nominations or self-nominations. After establishing the nominations, the nominees will have the opportunity to advocate

for their role as officer. Once this is complete, the election can occur by unanimous consent, roll call, or secret ballot. Any member can request the secret ballot.

This procedure will repeat for the office of Vice President and then Secretary.

Nomination/Self-nomination for EOC Leadership Position

Equal Opportunities Commission members can use this form to nominate a Commission member or themselves for a leadership position and indicate their interest in serving on the Appeals Committee. Commissioners can also make these nominations and interests known at the Commission meeting when elections occur. If you prefer to use this form, please fill it out and return it to the Equal Opportunities Division staff person who supports the Equal Opportunities Commission before the Commission meeting when the elections occur.

For each leadership position, please choose only one of the following for each position: yourself, another Commission member, or no one. Please do not nominate the yourself or the same Commission member for more than one position.

I want to be nominated for:

☐ President ☐ Vice President ☐ Secretary Your name: _____

I would like to nominate the following person or persons to

President _____

Vice President _____

Secretary _____

I am interested in serving as:

☐ Appeals Committee Member Your name: _____

Have you served in a EOC Leadership position previously? ☐ Yes ☐ No

If Yes, what position? _____ For how long? _____

What interests and previous activities would you bring to this position? _____
