

Nominations and Elections Guidelines – 2023



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Introduction

These guidelines provide information to AFT Washington members, local union officers, and AFT Washington officer candidates about the AFT Washington officer nomination and election process. The guidelines have been written in accordance with the U.S. Department of Labor (Office of Labor-Management Standards), the 2021 AFT Washington Bylaws and Standing Rules, and AFT Washington policies.

Disclaimer

AFT Washington is providing this information as a service to its members. The following guidelines and related materials are maintained on the AFT Washington website to enhance member access to information on AFT Washington officer elections. This is a service that is continually under development. AFT Washington will try to keep the information timely and accurate. However, the current AFT Washington Bylaws and Standing Rules and the Federal Register and the Code of Federal Regulations remain the official sources for regulatory information.

AFT Washington officer elections vs. Local union officer elections

- AFT Washington is an organization that represents locals. As of September 2022, AFT Washington represents 38 locals comprising the following constituency groups: faculty, professional, and classified staff in two-year colleges, faculty in four-year colleges and universities, paraprofessionals, PK-12 educators, school-related personnel, and retirees.
- A local's union elections must follow federal regulations. It is important to note that a member of a local does not directly vote for AFT Washington officers. Local union members vote for their local union officers. There are strict federal laws in how local union officer elections must be conducted. To help locals conduct elections according to federal regulations, the Department of Labor has written a guide: Conducting Local Union Officer Elections: A Guide for Election Officials, U.S. Department of Labor Office of Labor-Management Standards 2020. Each AFT Washington local should have a copy of this guide and should make sure that those responsible for conducting the local's elections are familiar with its contents. If your local does not have a copy, please contact the Department of Labor Office of Labor-Management Standards (300 5th Ave., Ste. 1130, Seattle, 98104-3308, Tel. 206-398-8099) and/or visit the website for the Employment Standards Administration Office of Labor-Management Standards Regulatory and Statutory Information (<https://www.dol.gov/agencies/olms/compliance-assistance/elections>).
- To elect AFT Washington officers, local members elect delegates to send to the AFT Washington convention.
- As provided in the AFT Washington Bylaws, Article V, Section 4, the officers shall be elected by ballot at a biennial convention.
- As provided in the AFT Washington Bylaws, Article IX, Section 6, the number of delegates per local and the number of votes (voting strength) allotted to each delegate is determined by the size of the local's membership. Article IX, Section 3 of the AFT Washington Bylaws details the formula for determining the number of delegates and the formula for determining the voting strength per local.

AFT Washington Bylaws, Article IV - Officers

Currently there are 17 elected officer positions. The duties of the officers are described in Article IV, Section 2, and Article VI, Section 2, of the AFT Washington Bylaws.

1. President
2. Secretary
3. Treasurer
4. At-large Vice President Position 1
5. At-large Vice President Position 2
6. At-large Vice President Position 3
7. Vice President for Four Year Colleges and Universities Council
8. Vice President for Community and Technical Colleges Council
9. Vice President for K-12 Council
10. Vice President for Paraprofessional Classified Personnel Council
11. Vice President for C.O.P.E.
12. Vice President for Legal Defense
13. Vice President for Higher Education Classified Personnel Council
14. Vice President for School Related Personnel Council
15. Vice President for Legislative Affairs
16. Vice President for Human Rights
17. Vice President for Contingent Faculty Issues

Other vice-presidential positions may be established in accordance with the provisions of Article VII, Section 5 of the AFT Washington Bylaws and Section 12(B) of the AFT Washington Standing Rules.

AFT Washington Bylaws, Article IV – Terms of Office

Elected officers shall serve a term of two (2) years or until their successors are elected. Such terms shall commence on July 15 following the biennial convention. [See AFT Washington Bylaws, Article IV, Section 3, Terms of Office.]

Any Board member who is absent from three (3) out of eight (8) Board meetings in a year without a good and valid reason shall be deemed to have resigned that position. [See AFT Washington Bylaws, Article IV, Section 4, Removal from Office.]

AFT Washington Bylaws, Article V – Nominations and Elections

Article V, Section 1 – Eligibility for Nomination

- A. A nominee shall have been a member in good standing of AFT Washington for at least one (1) year immediately preceding the final date of nomination.
- B. A nominee shall be a candidate for no more than one office at any single AFT Washington convention.
- C. Nominees for council vice presidents shall have been a member in good standing of an AFT Washington local affiliated with the council for at least one (1) year immediately preceding the final date of nomination.

Article V, Section 2 – Nominations and Elections Committee

- A. A nominations and elections committee consisting of three (3) members, with no more than one member from a local, shall be appointed by the executive board after a call for nominees from AFT Washington local presidents, no later than the December board meeting of the year preceding the biennial convention.
- B. Members of the nominations and elections committee shall not run for AFT Washington office. If a member of the nominations and elections committee accepts nomination for an office, that member shall resign from the committee.
- C. Vacancies in the nominations and elections committee shall be filled by appointment of the executive board.

- D. The committee members will serve a two-year term until the appointment of new committee members under sub-section (A) of this section.

Article V, Section 3 – Methods of Nomination

- A. The nominations and elections committee shall accept nominations for the offices of president, secretary, treasurer, and the vice presidents.
- B. A nomination for an at-large vice president position shall be considered an open nomination for any of the three (3) positions.
- C. Nominations may be made by locals of AFT Washington by petition signed by at least ten (10) members from a local or locals in good standing and must be sent to the nominations and elections committee no later than twenty (20) days prior to the opening date of the convention.
- D. In the event there is not at least one nominee for each position twenty (20) days prior to the opening date of the convention, the nominations and elections committee shall seek nominees for offices for which there have been no nominees.
- E. The vice president for contingent faculty issues shall be a contingent faculty member and may be nominated through C or D above, or by a two-thirds (2/3) vote of the contingent faculty issues committee.
- F. The council vice presidents shall be nominated by their respective councils or by locals within the sector designated by the council title.
- G. Nominations may be made from the floor of the convention and nothing in these bylaws shall prevent such nominations from being made.

Article V, Section 4 – Election of Officers

- A. The nominations and elections committee shall conduct the election in accordance with the U.S. Department of Labor (Office of Labor Management Standards) and as set forth in the AFT Washington standing rules.
- B. Officers shall be elected by ballot at convention. However, the election can be by acclamation but only when none of the positions are contested.
- C. In the event there are more than three (3) candidates for the three (3) at-large positions, each delegate may cast votes for up to three (3) candidates. The candidates receiving the three highest majority votes shall be elected.
- D. No more than two (2) persons shall be elected from the same local.
- E. A majority vote is required for election.

Declaration of Candidacy

A candidate may declare their candidacy by notifying the Nominations and Elections Committee office in writing, c/o AFT Washington, 604 Oakesdale Ave SW Ste 103, Renton, WA 98057-5204 or gamador@aftwa.org.

For the 2023 Nominations & Elections process we are adding an online LeaderNet Nomination Form option. If you are interested in being nominated to the 2023 AFT Washington Executive Board ballot here are the steps to follow.

1. Share the LeaderNet Nomination Form link (<https://leadernet.aft.org/webform/2023-nominations-form>) or paper Nomination Form with members who wish to nominate you.
2. Ten (10) members in good standing will need to nominate you using either the paper or LeaderNet Nomination Form. It is acceptable to have nominations come from each of the two methods.
3. Members nominating you with the paper form may mail those electronically or through the postal service directly to the AFT Washington office or to you. If sent to you, you will then mail them to the AFT Washington office.
4. Contact Geno Amador (gamador@aftwa.org) to confirm you have received the ten signed Nomination Forms, online or paper required to be added to the ballot.
5. The Nominations & Elections Committee will confirm both types of Nomination Form following the Nominations and Elections guidelines and AFT Washington's bylaws and standing rules. The committee will contact you if there are any issues.

Publication of Candidacy on the AFT Washington Website

When a candidate declares candidacy, AFT Washington will publish the announcement and the following information on the website and any other member email communication prior to the convention:

- name
- local
- position being sought
- contact information

Candidate Campaigning

Prohibition Against the Use of Union or Employer Funds

Although union funds may be used to pay for nomination and election notices and other expenses for conducting the election, federal law strictly prohibits the use of union and employer funds to promote the candidacy of any person in a union officer election.

LMRDA Section 401(g): *No moneys received by any labor organization by way of dues, assessment, or similar levy, and no moneys of an employer shall be contributed or applied to promote the candidacy of any person . . .*

Distribution of Campaign Literature

AFT Washington will mail campaign information to AFT Washington members, delegates and/or any subset thereof, provided the candidate supplies AFT Washington with the requisite number of stamped, sealed envelopes and agrees to pay AFT Washington for any costs associated with obtaining and/or attaching the labels.

AFT Washington will print and send to all timely registered delegates a one-page (8 ½ x 11) candidate information sheet. The office will photocopy the document as is and not make any changes.

Contacting Locals and Delegates

If candidates wish to visit with AFT Washington union locals, candidates should contact the locals directly. A roster of local presidents and contact information is located on the AFT Washington website. However, locals must provide equal opportunity to campaign. For example, if one candidate is invited to speak at a union meeting, all candidates for the same position must be invited to speak at the meeting for the same length of time. Likewise, a union should not allow one candidate to place a campaign article in the union newspaper without first notifying other candidates that they too may campaign in this way.

After receiving all the delegate credentials, AFT Washington will provide candidates, by request, with the names and local numbers of all convention delegates.

Election Rules During the Convention

1. No campaigning shall be allowed inside the Convention hall while the Convention is in order.
2. No campaign materials or activities shall impede the delegates or the business of the Convention.
3. There will be no candidate speeches during the Convention business meeting.
4. There will be time during the Convention activities for candidate speeches. The time of this activity will be publicized in advance, so as to not conflict with any business activities of the Convention and be at a time and place which encourages delegate attendance.
5. The officers of the Convention shall encourage attendance at the candidate speeches.
6. Observers: During the counting of the ballots, a candidate may have an observer monitor the proceedings or the candidate may serve as his or her own observer. The candidate should communicate the name of the observer to the Nominations and Elections chair prior to the counting of the ballots. If candidates choose to have an observer, they should share the following rules with their observer:
 - a. Observers do not have the right to interfere with or disrupt the conduct of the election. Their role is limited to observing the election process, asking procedural questions, challenging the eligibility of delegates, and lodging protests with election officials as appropriate.
 - b. Observers may not wear campaign buttons, stickers or other campaign apparel, distribute literature, or engage in campaign activities inside the polling place, including conversations about candidates or the election campaign.
 - c. Observers do not have the right to count or handle the ballots in any way but must be allowed to observe the counting closely enough to verify the accuracy of the tally.

Questions

Questions or concerns about AFT Washington Nominations and Elections procedures should be addressed to the AFT Washington Nominations and Elections Committee, c/o AFT Washington, 604 Oakesdale Ave SW, Suite 103 Renton, Washington, 98057-5204 or gamador@aftwa.org.

Election Timelines, 2022-2023

December 2022 – March 2023

1. AFT Washington Officer Elections Guidelines are sent to local presidents and are available via the AFT Washington website or upon request from AFT Washington.

2. Eligible candidates* may begin to declare their candidacy for publication on the AFT Washington website.

*Please read candidate eligibility requirements in the AFT Washington Bylaws and these Nominations and Elections Guidelines.

March 21, 2023

Each local of AFT Washington shall receive written notice in the form of a Convention Call sent to the President of that Local at least sixty (60) days prior to the opening of the Convention.

April 20 – May 20, 2023

Within 30 days before the election, candidates may inspect (not copy) the AFT Washington membership list once.

April 30, 2023

The last day when a candidate can contact the Nominations and Elections Committee to have their declaration of candidacy published by AFT Washington.

April 30, 2023

Twenty (20) days prior to the opening date of convention: Last day for nominations by petition to be submitted to the AFT Washington Nominations and Elections Committee. A petition must be signed by 10 members in good standing from a local or locals. [AFT Washington Bylaws, Article V, Section 3(C)].

April 30, 2023

Last day for candidates to send in a candidacy information sheet to be mailed by AFT Washington to all convention delegates. (See the topic of Candidate Campaigning in the AFT Washington Nominations and Elections Guidelines.)

May 12, 2023

Candidate information sent to all registered delegates with other convention information.

May 18-21, 2023

AFT Washington Convention. Terms of office for elected officers shall commence on July 15, 2023. [AFT Washington Bylaws, Article IV, Section 3].