

AMERICAN SOCIETY OF HIGHWAY ENGINEERS

NATIONAL OFFICER

NOMINATION GUIDELINES

Objective: To produce a user friendly and informative nominating format within which all ASHE Sections can operate, and to promote increased participation and interest in the nominating process.

- By August 15th, the Chair of the National Nominating Committee notifies all Sections of their opportunity to nominate individuals who are qualified and interested in becoming officers/directors on next year's National Board. It is emphasized that the position of National 2nd Vice President and 1-Year Directors will require new nominees. A deadline of October 1st is given to provide nominations.
- All Sections/persons interested in being nominating someone for National Office are asked to submit a letter identifying the nominee and stating his/her desire to be considered for the respective post, accompanied by a resume citing his/her experience with and contributions to the highway industry.
 1. This letter, and the accompanying documentation, must be submitted to the Chair of the Nominating Committee (current National Past President) by October 1st of the year prior to the year of desired service.
 2. The Sections within a Region have the responsibility of nominating a National Director to represent their Region for a three year term. This nomination is provided by that Regional Board.
 3. Also, nominations for the Robert E. Pearson Award should be submitted at this time. *Refer to Section Q-1, Robert E. Pearson Award Nomination Guidelines.*

- The Chair of the Nominating Committee (National Past President) will present a report to the National Board at the October meeting, identifying the prospective candidates.
- The Nominating Committee will distribute nominating forms, instructions and biographical data for candidates to all ASHE Sections by November 1. The instructions will be explicit with respect to nominating National Officers and other candidates for National Director, if applicable. A deadline for response will also be provided at the discretion of the Committee but should be no later two weeks prior to the January National Board Meeting. This will allow follow-up by the Committee to provide clarification and facilitate maximum participation.
- The Nominating Committee will meet prior to the January National Board Meeting to discuss the results of the balloting and vote on a slate of Officers, Directors, and the Robert E. Pearson/Person of the Year Award. The slate will be presented to the National Board for an approval vote.
- Following the January National Board Meeting, the Chair of the Nominating Committee will contact the Robert E. Pearson/Person of the Year Award and obtain his/her resume and photo, as well as obtaining information from the individual regarding their favorite charity for the Russell Horn \$1,000 Grant..