



DEDICATED TO ASSISTING STUDENTS

2011 LASFAA Officers Nomination Form

In order to hold any office, you must be a paid member of LASFAA and a practicing financial aid professional at a post-secondary institution. In order to run for First or Second Vice President, you must have served on the LASFAA board for at least one year as delegate or as a committee chair. All nominees shall submit a brief biography before the election (see reverse side for duties of each position). Please obtain consent from the nominees prior to submitting their names.

2011 First Vice President
(Automatically becomes 2012 LASFAA President)

Name: _____

Title: _____

Institution: _____

2011 Second Vice President
(Chairs the LASFAA 2011 Spring Conference)

Name: _____

Title: _____

Institution: _____

2011-2012 Delegate-at-Large
(2 year commitment)
Southern System

Name: _____

Title: _____

Institution: _____

2011-2012 Delegate-at-Large
(2 year commitment)
Proprietary Schools

Name: _____

Title: _____

Institution: _____

2011-2012 Delegate-at-Large
(2 year commitment)
LCTCS

Name: _____

Title: _____

Institution: _____

Nominations must be submitted by March 19, 2010 either online or to:

Shannon Guillory, Nominations and Elections Committee Chair
McNeese State University
PO Box 93260
Lake Charles, LA 70609
Fax: 337.475.5778 Email: sguillory@mcneese.edu

First Vice President/President-Elect

Basic Functions and Responsibilities

The First Vice President/President-Elect is an officer of the association and shall perform the duties of the President in the event of absence or incapacity of the President to serve and shall perform such duties as are assigned by the President.

Characteristic Duties and Responsibilities

1. Provides assistance to the President of the association in any areas as requested.
2. Updates the Policies and Procedures Manual.
3. Plans retreat and Essential Leaders in Training Emerging Institute prior to the Fall Conference.
4. Appoints the vice chairs of committees, as necessary.
5. Attends the NASFAA Leadership Conference.
6. Serves as chair of the Upper Management Committee when the Past President has to serve two (2) consecutive terms.

Length of Office

1. The First Vice President/President-Elect shall serve for one (1) year and will commence the position at the beginning of the membership year, which is January 1st following the Fall Conference. The First Vice President/President-Elect will then become President the beginning of the next membership year.

Second Vice President

Basic Functions and Responsibilities

The Second Vice President is an officer of the association and shall perform the duties of the President in the event of absence or incapacity of the President and First Vice President/President-Elect to serve and shall perform such duties as assigned by the President.

Characteristic Duties and Responsibilities

1. Chairs the annual Spring Conference Program. Spring Conference will be a one (1) day conference. Works with Spring Site Chair and Training Committee Chair to coordinate the conference and boot camp. May request a session on diversity awareness/professional development topics.
2. Assists the First Vice President/President-Elect.
3. Assists with the Planning Retreat.

Length of Office

1. The Second Vice President shall serve for one (1) year and will commence the position at the beginning of the membership year, which is January 1st following the Fall Conference.

Delegate-at-Large

Basic Functions and Responsibilities

1. Serve as association representative who will serve on the board of directors and vote on issues and concerns being presented before the Executive Board.
2. Participate in Executive Board meetings and activities, and will contribute to the formulation of LASFAA policies, procedures, and practices.
3. There will be seven (7) positions, which will represent: LSU System, University of Louisiana System, LAICU System, Southern System, Louisiana Community and Technical College System, Proprietary System, and Graduate/Professional Schools.

Length of Office

1. The Delegates-at-Large shall serve for two (2) consecutive years and will commence the position at the beginning of the membership year, which is January 1st following the annual Fall conference. If a delegate fails to complete a term, the President shall appoint a replacement for that position.