

From:

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Co-Chair Elections Committee

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Co-Chair Elections Committee

Dear NARST Members:

We take great pleasure in announcing the extension of nominations for the 2018 - 2019 elections for leadership positions for *NARST: A Worldwide Organization for Improving Science Teaching and Learning through Research*. Following the NARST 2018 Bylaws (accessible on the NARST website), current members of NARST are encouraged to nominate potential candidates for offices by following a simple nomination procedure (*see below*). We invite you to help us advance and improve NARST by soliciting the participation of dedicated and effective leaders. This letter is intended to give you basic information regarding the election process and to encourage you to nominate yourself or qualified colleagues for offices.

Nomination Procedure:

According to the Bylaws of NARST, the nomination process begins by members (nominators) generating a petition nominating a potential candidate (themselves or another NARST member). The petition is to include the names of 10 other members in support of the nomination. The Bylaws read:

Nomination packets must contain additional, written endorsements from 10 NARST members (as required by NARST Bylaws, Article IV, Section 9); with respect to the office of President-elect, the nomination of a member who has not served on the NARST Board must also contain written endorsements from 10 NARST members (as required by NARST Bylaws, March 2018, Article IV, Section 5).

In accordance with the Bylaws please take note of the following requirements:

- Candidates must be current and active NARST Members.
- Candidates should be members with an outstanding research record.

During this election cycle, a new **International Coordinator** will be elected.

The International Coordinator is the chair of the International Committee and a full member of the NARST Board of Directors. Candidates need a well-established familiarity with the current state and future development of science education research internationally.

During this election cycle, two members will be elected to the **NARST Board of Directors**. Based on the current structure of the Board, these two elected Board of Directors members will serve their first year of office as co-Chair of a NARST committee. The following Board openings in committees will be filled by those elected in the 2019 election:

- Awards Committee
- External Policy and Relations Committee
- Research Committee

How to Complete and Submit a Nomination Packet:

Each **nominator** must assemble and deliver the following materials to the NARST Executive Director who will forward the information to the Elections committee (only complete packets of information received by the stated due date will be forwarded). [The Elections Committee is charged with assessing all submitted nominees' materials as a way to determine a recommended slate of potential candidates to bring to the NARST Board of Directors for approval. The approved slate of candidates is voted on by the NARST membership.]

1. A **letter of nomination**. This letter is written by the **nominator**, addressing qualifications of the nominee for a position on the Board of Directors, or the International Coordinator.
2. A **completed Nomination Form** provided by the **nominee**. The Nomination Form is available on the [NARST website](#).
3. The **nominee's curriculum vita**: modified 5-page CV for the nominees for the Board of Directors and for the International Coordinator.
4. **Ten written endorsements** (can be emails from ten NARST members in support of the nomination) [Bylaws, Article III, Section 5].

Nominators, please send the completed nomination packet electronically to:

NARST Executive Director
William C. Kyle, Jr. University of Missouri - St. Louis
bill_kyle@umsl.edu

**Due date for complete packets:
October 31, 2018, 11:59 pm, Eastern Daylight Time**

Procedure to Select Nominees for Slate of Candidates:

After the applications are received and checked for completion, the Elections Committee convenes to review them. Our goal is to provide the membership with **at least 2** qualified candidates per available position. The Committee uses the Assessment Rubric for Elections to review each nominee's application packet based on 4 criteria: (1) research and publication record, (2) history of attendance and contributions at the annual international conference, (3) history of leadership in NARST, and (4) potential leadership in NARST. The Assessment Rubric (available on the NARST website) is provided to all applicants. Upon reviewing the nominees' application packets and collecting Committee members' scores, the nominees with highest combined rubric scores indicating **all four criteria** are satisfactorily met are selected for candidacy. After confirming their willingness to run for office, the Elections Committee Co-chairs will submit a recommended slate of at least two nominees for each open position to the NARST Board of Directors for approval to advance to candidacy.

NARST election documents and 2018 Bylaws are available to members on the [NARST website](#).

Thank you for your careful consideration and active participation in the nomination and election process.

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