

LFTC 2023 Executive Board Elections

The 2023 Loyola Future Teachers Club Executive Board elections will take place via Google Forms with **Candidacy Statements due on April 11th at 11:59 pm**, and the voting form sent out on **April 13th and DUE by April 23rd at 5 pm**. [Access the Candidacy Statements Here](#)

Elections Chairperson

The Elections Chairperson is in charge of running the LFTC Executive Board Elections process in order to maintain impartiality during the transition of leadership. The Current LFTC executive board appoints the Elections Chairperson. The 2023 Elections Chairperson is Aidan Doyle (LFTC 21-22 President). Please direct any election-related questions to Aidan at adoyle2@luc.edu. Thank you.

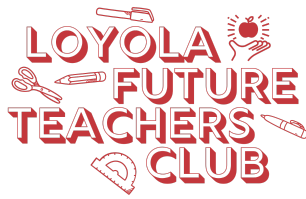
Positions, Terms, and Responsibilities

I. **President:** The Chief Executive Officer for the chapter

- A. The president shall serve a one-year term
- B. Prepare agenda for each executive board and general body meeting
- C. The spokesperson for Loyola's Chapter of the Student IEA
 - 1. Responsible for tracking students as IEA members
- D. Responsible for reregistering LFTC as a Student Sponsored Organization via LUCommunity.
- E. Coordinate room reservations/times with Dr. Schiller, the sponsor of LFTC.

II. **President-Elect:** The Assistant Executive Officer for the Chapter

- A. The president-elect shall serve a two-year term. Upon completion of their 1-year term, the President-Elect shall automatically serve a 1-year term as President
 - 1. Assumes the duties of the President (until a special election can be held) in the event of a vacancy in the office.
- B. Must follow through on two-year commitment on the executive board
- C. Works closely with President in preparation for becoming President the following year
- D. Assembles *The Teacher's Lounge*, LFTC's official newsletter with the assistance of other e-board members
- E. Public relations duties: take pictures at events, create flyers, manage social media, etc.

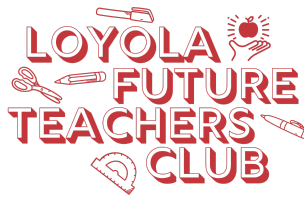


- III. **Secretary:** Takes notes at all chapter and executive board meetings
 - A. The secretary shall serve a one-year term
 - B. Email the minutes out to all members after each meeting by the next day
 - C. Responsible for making sure an email is sent out at least a week before upcoming meetings or events by either President or themselves
 - D. Ensure that the LFTC Google Drive remains organized

- IV. **Treasurer:** Maintain budget and handle expenses on behalf of the LFTC
 - A. The treasurer shall serve a one-year term
 - B. Communicate with and maintain budget through Student IEA Representative
 - C. Responsible for collecting receipts for reimbursements and distributing money back to board members
 - D. Responsible for reimbursement forms for Student IEA Conferences
 - E. Responsible for tracking expenses of the club

- V. **Social Chair:** Create, organize, and manage social events and activities to foster community and networking in the LFTC organization
 - A. The social chair shall serve a one-year term
 - B. Develop two to three social events each semester
 - C. Work with the President-Elect to create flyers for social events
 - D. Locate a game/activity that corresponds to the focus of each General Body Meeting

- VI. **Community Outreach Coordinator:** Act as a liaison between LFTC, the SOE, and the community.
 - A. The community outreach coordinator shall serve a one-year term
 - B. Must plan at least one service event per semester (contingent upon CDC/Loyola guidelines).
 - C. Contact volunteer coordinators to provide options for members.
 - D. Discuss volunteer opportunities for our members at each general body meeting.
 - E. Communicate between LFTC e-board and SOE leadership about potential collaborations.
 - 1. Contact TLLSC professors and other Loyola School of Education staff to inform them about our organization's events
 - F. Attend check-in meetings with Dean Goldberger and Dr. Schiller (or current advisor) two times per semester.



VII. Responsibilities of the Entire E-Board:

- A. Work together to promote LFTC
- B. Take charge of Organization Fair responsibilities
- C. Attend all executive board meetings
- D. Plan and attend all general body meetings
- E. Attend at least one Student IEA event throughout the year
- F. Stay up to date on national, state, and local politics in Edgewater/Rogers Park communities and lead relevant discussions during general body meetings
 - 1. What action can future teachers take today?
 - 2. Connect policy impacting future teachers today and what these teachers can do to voice their opinions on behalf of their current and future students

Contact Information for Current Executive Board Members

You are more than welcome to reach out to current executive board members regarding any questions you have regarding their position and the LFTC executive board. But, please direct all election procedural questions to the Elections Chairperson.

- I. **President:** Jake Bartilad
 - A. E-mail: jbartilad@luc.edu
- II. **President-Elect:** Lucy Hamilton
 - A. E-mail: lhilton3@luc.edu
- III. **Secretary:** Skylar Baker
 - A. E-mail: sbaker14@luc.edu
- IV. **Treasurer:** Angela Vainikos
 - A. E-mail: avainikos1@luc.edu
- V. **Social Chair:** Emily Spielbauer
 - A. E-mail: espielbauer@luc.edu
- VI. **Community Outreach Coordinator:** Megan Flanagan
 - A. E-mail: mflanagan@luc.edu
- VII. **Elections Chairperson:** Aidan Doyle
 - A. E-mail: adoyle2@luc.edu

Candidacy Statements

In order to declare your candidacy, you must submit a candidate statement. The candidate statement is a way for you to give other LFTC members information about yourself before the election speeches and voting take place. You can use this statement to tell members why you are running for the executive board, why the position you are running for would be a good fit for you



or anything else you would like to share. **Candidacy statements may not exceed 100 words.** You may include a photo with your written statement if you choose.

A compiled list of candidate statements will be sent out to all LFTC members a week before elections take place. This will give members a chance to get to know a bit about the candidates before voting takes place. The candidate statement form will be sent out to all LFTC members following the March general body meeting.

E-mail all candidate statements to our official email, lucfutureteachers@gmail.com by April 11th, 2022. Candidate statements sent after this point will not be included in the document sent out to members.

****Voting will occur via Google Forms with Candidate Statements emailed out ahead of time.***

Uncontested Elections

In the case of an uncontested position, that candidate will be appointed to that designated position, announced by the Elections Chairperson

Voting

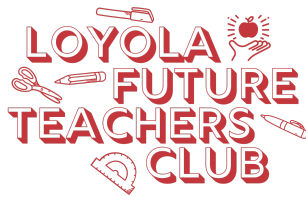
Voting shall be by secret ballot. Voting shall be under the supervision of the Election Chairperson. Each LFTC member will get one vote per executive board position, including those running in the election. Candidates for the LFTC executive board must receive a majority vote of the ballots to be elected. The Elections Chairperson and observers will count the votes and announce the results to the general body.

Observers

Each candidate is entitled to an observer. All observers will be present during the counting of votes by the elections Chairperson to ensure that the votes are counted correctly. If a candidate does not make note of an observer on their candidate statement, no observer will be appointed for them. The Elections chairperson is required to count all votes twice. Zoom observations will be permitted, please contact our election observer with any questions.

Ties

In the case of a tie, there will be a runoff election in which LFTC members will vote a second time between the tied vote-getters. This process will be repeated in the case of other ties until a winner is declared.



Other Possible Cases

In the case of two candidates running for the same position and another position with no candidate running, candidates may switch the position they are running for.

In the case of two candidates running for the same position with a clear winner declared, the LFTC general body can host a discussion, led by the Elections Chairperson. It is possible to have co-positions for the Community Outreach Coordinator.

If a candidate ran and lost for one of the following positions: President, President-Elect, Secretary, or Treasurer, they can be nominated to serve as a co-officer for Community Outreach Coordinator.

Despite the above rules, the Executive Board must not exceed 9 members.

Conclusion

Newly elected officers are expected to attend the April Executive Board meeting to shadow the officers in the positions they will be taking over. Newly elected officers will also be expected to attend the April General Body meeting directly following the last PLC of the semester.