**Question**: What is the National Nominations Committee?

**Answer**: The official name as stated in Article XI of the Constitution of the JACL is the National Nominating Committee for National Officers; often called by its shortened name, the Nominations Committee or the Committee. Its function is defined in Article VIII of the Bylaws of the JACL. It is the only committee that is defined in both the Constitution and Bylaws of the JACL.

Its main purpose is to gather names of candidates to run for National Office in the JACL and create the slate of candidates for the election prior to the first business session of the National Council. The Nominations Committee also has a secondary function of running the elections by ballot at the final business session of the National Council. Traditionally, the elections have been held before the final business session of the National Council. Also, by tradition, the Nominations Committee has been responsible for organizing the Candidate’s Forum and scheduling the appearance of candidates at the District Caucuses.

**Q**: What are the responsibilities of the National Nominations Committee?

**A**: After being appointed by the National President, the Chair of the Nominations committee works with the staff liaison to coordinate and plan the nominating and election process for the JACL. The Chair of the Committee reports directly to the Vice President for General Operations who oversees all committees that are involved with the National Convention. The Chair is assisted by Committee members from each of the seven Districts of the JACL and one member from the National Youth/Student Council.

The Committee as a whole, work together to inform their respective Districts about important nomination and election dates and deadlines as well as seeking out qualified members to run for National Office. The Committee members discuss through mail, email, or any other forms of telecommunications on the progress of seeking candidates, reviewing nomination and election guidelines, reviewing candidate applications, organizing events run by the Committee, running the elections, and dealing with any nomination and election related issues at National Convention.

After the election results have been announced at the last business session of the National Council, the role of the Committee is done.

**Q**: How is the National Nominations Committee formed?

**A**: Article VIII, Section 1 (a) of the Bylaws states that the Chair of the Committee is appointed by the National President. The individual District Committee members are recommended by their District Council or District Governor, and the National Youth/Student Council member is recommended by the National Youth/Student Chairperson to be appointed by the National President.

It also states that people who serve on the Committee must be someone who plans to be at National Convention. If for any reason that person is unable to attend the meeting of the Nominations Committee at National Convention, Article VIII, Section 1 (a) establishes the procedure to replace that member.

**Q**: What can members of the National Nominations Committee do and can not do?

**A**: Article VIII, Section 1 (a) of the Bylaws explicitly states that no member of the Committee may run for National Office. The Nomination and Election Guidelines expand on this interpretation by barring any Committee member from endorsing or any action that may be perceived as an endorsement. By tradition, Committee members have remained neutral while attending National Convention.

Committee members are also given the task to seek out people from their respective Districts or within the NY/SC to run for National Office.

Committee members may answer any questions relating to the nomination and election process or direct questions to the Chair or the staff liaison.

Finally, Committee members monitor all aspects of the nomination and electoral process at National Convention. Committee members are also tasked with the duties of organizing the Candidate’s Forum and assisting Districts with their District Caucus.

**Q**: What are the duties of each of the National Offices for the JACL?

**A**: Upon request, the Committee can provide a general overview of the description, duties, and responsibilities of each of the National Office. Please ask your District representative to give you a copy of this document.

**Q**: When is the candidate application form to run for National Office available?

**A**: Applications are usually available before January 1st of the election year (even numbered year) convention. Your Committee representative will have more information on this. Also, announcements regarding when the applications are available are sent out either in the form of a press release, action alert from National Headquarters, or both.

**Q**: When is the candidate application form accepted?

**A**: Applications have traditionally been accepted starting on January 1st of the election year (even numbered year) convention.

Applications can be accepted either by postal mail, FAX, or email. It is strongly recommended that you contact your District Representative for the Nominations Committee and inform them that your application has been sent. Also, contact the staff liaison that you have submitted your application. If you have sent it via FAX or email, please keep a hardcopy for yourself until the Committee has reviewed and accepted your application.

It is strongly recommended that you contact the staff liaison after submitting your application to confirm that your application has been received.

For late applicants, please submit your application in as soon as possible and keep a hardcopy with you when you arrive to Convention. In the event that your application has been lost, you will have a hardcopy of the application to submit to the Committee.

**Q**: When is the deadline to turn in the candidate application form?

**A**: Article VIII, Section 1 (b) of the Bylaws sets the deadline at sixty (60) days before the first business session of the National Council meeting. Traditionally, as long as the application is postmarked before midnight on the last day to accept applications, there should be no problems.

After the deadline, the Committee will review and discuss the applications received and then proceed to publish the names of the candidates running for National Office.

**Q**: What happens if you miss the deadline date?

**A**: Article VIII, Section 1 (c) of the Bylaws establishes the procedure where a person can be nominated from the Floor of the National Council during the nominating process. However, you must still submit an application form if you intend to run for National Office. There are additional requirements that you must do before submitting your application form. Please read the Nomination and Election Guidelines carefully on how to properly submit your application to run for National Office after the deadline date.

The Committee will review the applications prior to the first business session of the National Council before finalizing the slate for the election of National Officers.

**Q**: When can a candidate contact people to announce their candidacy and seek their endorsement?

**A**: Any candidate and their campaign can contact people for the sole purpose to seek their endorsement, ask people to nominate them and 2nd the nomination.

The Committee asks that a candidate and their campaign refrain from making any announcement of their candidacy until the Committee has had a chance to review and accept the application.

**Q**: Can a person who is planning to run for national office prepare campaign material before their application has been submitted?

**A**: Yes. As long as the candidate does not distribute any campaign material before the Committee has had a chance to review and accept the application, there should be no problems.

Every candidate needs to be aware that there are monetary restrictions in place on the amount that can be spent on campaign and campaign related expenses. Those restrictions are different for candidates who submitted their application on-time and those who submitted their application late. Please read the Nomination and Election Guidelines for the current monetary restrictions regarding campaign and campaign related expenses.

**Q**: If a person has decided to run for national office after the deadline, and is seeking endorsements and signatures, can they answer any questions regarding their candidacy?

**A**: Until the Committee has reviewed and accepted the application, they must refrain from any public statements regarding their candidacy. There is nothing wrong with asking people for their endorsement, signature, or to be a nominator as long as they know that it is for the purpose of fulfilling the late application requirements to run off the Floor of the Convention.

Most Districts hold a pre-convention meeting where the Chapter Delegates and/or Chapter Presidents are present. It is an ideal time to get the required signatures to fulfill the late application requirement to run off the Floor of the Convention. However, for the protection of the candidate and to maintain the integrity of the nomination process, any questions or direct discussion about their candidacy should not be done while the meeting is in progress. Anyone who has questions about a candidate running off the Floor should contact them directly after the meeting.

**Q**: What are the Nomination and Election Guidelines?

**A**: It is a document that spells out what a candidate can and can not do during the nomination and election process. These are the rules and the procedural processes of the nomination and election of candidates for national office. This document answers many of the questions that candidates may have about what restrictions there are in running a campaign, a detailed explanation of the role of the Committee, and any other important information for the candidate and their campaign manager.

**Q**: What is the Nomination and Election FAQ?

**A**: It is a document that complements the Nomination and Election Guidelines by answering the most frequently asked questions regarding the nomination and election of candidates for National Office.

**Q**: How are people nominated at National Convention?

**A**: The nomination process is a two step procedure. The first step is to turn in you Candidate’s Application Form postmarked on the last day of the accepting applications. The Committee will review the applications and publish the names of the candidates in accordance to Article VIII, Section 1 (b) of the Bylaws.

If you should fail to submit your application before the deadline, then you will have to turn in your application and get the required number of endorsements as stated in the Nomination and Election Guidelines. Additional information on this procedure is stated in Article VIII, Section 1 (c) of the Bylaws. The Committee will review these applications prior to the first business meeting of the National Council.

The second step to the process is the actual nominating process itself. Sometime during the first day of the National Council meeting, the Chair of the Committee will open the floor for nominations. The procedure will go in this order: 1) people who turned in their application by the deadline are nominated first; 2) people who turned their application will be nominated second and be considered as nomination from the Floor; and 3) any additional nominations from the Floor. If there should be a last minute nomination from the Floor, the Committee will convene at some point in time to determine if the nomination should be accepted or not and report back to the National Council of its decision.

During the nominating process, the Chair will open the office for nominations and read off the names of those who submitted their application in on-time. The amount of time to nominate a person is stated in the Nomination and Election Guidelines. By tradition, a member of JACL will nominate the candidate, then another member of JACL will second the nomination, and finally, the candidate will accept the nomination. The Chair will then open the nomination to the Floor. Any applications sent in after the deadline date will now have their chance to be nominated. They will follow the same process as stated above. After all the names of all the candidates for those who are running for that office have been nominated, the Chair will ask by unanimous consent to close the nominations.

**Q**: What is the Candidate’s Forum?

**A**: It is a moderated event where all the candidates running for National Office gather to answer questions about what they will do if they were to be elected. The event is open to all members of JACL and Convention attendees. The format of the Candidate’s Forum varies at each convention, but all have a moderator, there are questions that are made beforehand and/or the audience may have the opportunity to question the candidates, and all candidates are present. It is a very good opportunity for Delegates to hear candidates and their ideas and vision on the office that they are seeking to be elected.

**Q**: What is the District Caucus?

**A**: These are individual locations at Convention where Delegates will get together in their respective District and have the opportunity to meet with and ask questions with the candidates. The Committee will notify each District as to when and where their District Caucus will be located. Each District will be given a schedule as to when each candidate will visit each Caucus and how long each candidate will stay with each Caucus. Each District Caucus will be monitored by a Committee member to make sure that there are no problems and to make sure that candidates adhere to the schedule that has been set by the Committee.

**Q**: How are elections conducted at National Convention?

**A**: Traditionally, the elections have been held the morning of and before the last business session of the National Council Meeting. Delegates will be informed beforehand as to when and where the election of National Officers will take place. Delegates will be informed how long the polls will be open. It is the Delegate’s responsibility to be at the election area before the designated closing time of the polls.

Once the polls close, the Committee will count the ballots and tally the results in a Teller’s Report. The Chair will then inform the National Council of the results of the election and then move to have the ballots destroyed. The results of the election have traditionally taken effect after the administration of the oath of office at the Sayonara Banquet.

**Q**: What is the policy on the use of technology?

**A**: The use of technology, including websites and social media, is allowed and subject to the same requirements as in-person campaigning. Technology should be used in the most respectful and less intrusive way.

**Q:** What is the policy on running as a “slate”?

**A:** The Nominations Committee does not recognize slates or parties as official entities which can appear on the ballot. Individual candidates are free to endorse other candidates.

**Q:** Can expenses be shared between candidates?

**A:** Shared expenditures, defined as campaign material which features multiple candidates or material which is used by more than one candidate, are allowed. The full cost of a shared expenditure is assessed against every individual candidate’s campaign expenditure limit, regardless of the candidate’s actual expenses.