

ATTENTION MEMBERS:
Notice of Nomination and Elections
AFT College Staff Guild Local 1521A 2025 Elections
Chapter Executive Board Officers
(Chapter Chair, Grievance Representative, and Delegates)

The AFT Staff Guild Local 1521A is conducting elections for the Chapter Executive Board Officers, namely Chapter Chairs, Grievance Representatives, and Delegates for each chapter.

Chapter Executive Board elections will be conducted for each chapter.

Members may only run for one chapter executive board seat at a time, but may run for a chapter executive board seat.

Nomination and Election details are on page two.

Chapter Executive Board Elections:

Those elected to Chapter Executive Board seats will serve a three-year term starting on July 1, 2025.

Dues-paying members can participate in the Chapter Executive Board elections for their chapter; see eligibility details to the right. Members will only be able to participate in one chapter election.

Your Chapter Designation:

On the mailing label used to send you this notification, we printed the chapter/home office assignment the Guild has on file for each member; this is the chapter you will receive a ballot for. If the location is not accurate please notify the Staff Guild office by calling the Guild office at 323-851-1521 or emailing smatsuda@aft-1521a.org no later than April 1, 2025.

For Members with Multiple Assignments:

If you work multiple assignments, the one where the majority of your work is done or your home office designation is the chapter you will be assigned for this election. Please check that designation on your mailer as described above. If you work multiple assignments that are **equally** distributed across multiple worksites, you must contact the Guild office via email to Scott Matsuda at smatsuda@aft-1521a.org or calling the Guild office at 323-851-1521 no later than April 1, 2025 to declare which chapter election you wish to participate in. ONLY members with assignments that are equally distributed across multiple chapters may declare which chapter election they will participate in.

ELIGIBILITY RULES:

To Make Nominations:

Dues-paying members may make nominations for all open seats. *Unit 1 employees must have a membership application on file by March 12, 2025 at 11:59 p.m. to be eligible to nominate someone. Any nominations received outside the nomination period will be considered invalid.*

To Be a Nominee/Candidate:

Members in good standing, defined as having fully paid on all financial obligations to the Staff Guild for one year preceding the election are eligible to be nominated and run for a position. *Nominees must be members in good standing between March 12, 2024 and March 12, 2025 to be a nominee/candidate.*

To Vote:

Dues-paying members are eligible to vote in their chapter election. *Unit 1 employees must have a membership application on file with the Staff Guild by 11:59 p.m. on March 12, 2025 to be eligible to vote.*

NOMINATIONS:

Nominations Must Be Received No Later than 11:59 p.m., Tuesday, April 1, 2025.

Members interested in running for a chapter executive board seat or nominating another member, must notify the Staff Guild of their intent for self-nominations or nomination information for the member they are nominating in writing via email (smatsuda@aft-1521a.org), Courier, or U.S. Mail.

When submitting a nomination include your full name, the name of the person you are nominating or if you are nominating yourself, your chapter, and the position you are nominating them for (chapter chair, grievance representative, or chapter delegate). Please secure the approval of the member nominated prior to submitting the nomination.

Electronic BALLOT ELECTION PROCESS:

The AFT 1521A Election Committee is using SimplyVoting.com as the vendor for conducting an online election process.

Ballots shall be placed using electronic voting via LACCD email addresses. There will be a 7 day window to cast your electronic vote! To be counted, ballots MUST be received by 11:59 p.m., Tuesday, May 13, 2025.

Ballots will be counted on May 14, 2025, and uncertified results published that same day. A certification vote on the results will be held by the Executive Board at the next regularly scheduled Executive Board meeting.

If you have any questions, please contact the AFT College Staff Guild at (213) 341-1533. Election rules can be found on AFT1521A.org. Election Committee Members: Mark Bergquist, Co-Chair, Valley; Natalie Embrey, Co-chair, City; Ana Maria Saray Diaz, Harbor; Robin King, Trade Tech; Grisel Garcia, District Office

2025 Election for Chapter Executive Board Timeline

Thursday, February 13	Executive Board approves mode of election
Friday, February 28	Notice of Nomination & Elections sent to members
Wednesday, March 12	Deadline to file a Staff Guild membership application and be eligible to vote
Friday, March 14	Nominations Open
Friday, March 14 Through Tuesday, April 1	Nominations: Members interested in running for office must notify the Staff Guild of their intent in writing via Email to smatsuda@aft-1521A.org , Courier, or U.S. Mail no later than 11:59 p.m., Tuesday, April 1, 2025
Friday, April 4	Deadline at 11:59pm for receipt of candidate nomination acceptance and signed rules
Monday, April 7	Notice/Posting of candidate names (guild website, emailed)
Wednesday, May 7 through Tuesday, May 13	Electronic Ballots emailed to the District Email of each member. Ballots must be received prior to 11:59p.m., Tuesday, May 13, 2025.
Wednesday, May 14	Ballots received and counted, uncertified election results announced and posted on the guild website, etc.

Descriptions of Positions Open for Nomination and Election

CHAPTER CHAIR: Chapter Chairs of the AFT Staff Guild are elected to represent their worksite members at Executive Board meetings and at the worksite. Chapter Chairs shall have one vote at Executive Board meetings. Chapter Chairs shall receive release time, in an amount determined by the Executive Board, to assume their responsibilities.

DELEGATES & ALTERNATE DELEGATES: Delegates and Alternate Delegates represent their worksite members at Executive Board meetings and at the worksite. Delegates shall have one vote at Executive Board meetings. Alternate delegates will get a vote in the absence of a primary delegate. Delegates may receive release time to fulfill responsibilities as determined by the Executive Board.

GRIEVANCE REPRESENTATIVES: Grievance Representatives of the Staff Guild are elected to represent their worksite members at Executive Board Meetings and at the worksite. Grievance Representatives shall receive release time as determined by the Executive Board to assume their responsibilities. Grievance Representatives shall have one vote at Executive Board meetings.

A complete list of duties and responsibilities for Chapter Chairs, Delegates, and Grievance Representatives can be found in the AFT College Staff Guild Local 1521A Constitution and Bylaws, Article IV. A copy of the Constitution and Bylaws can be found at AFT1521A.org under the Key Documents.