**Campaign Rules for 2017 CFCE Officer Election**

1. **Constitution and Bylaws**

The nomination and election of Coast Federation of Classified Employees, AFT Local 4794 officers will be conducted in accordance with the Local 4794 Constitution & Bylaws amended February 14, 2013, and the Labor-Management Reporting and Disclosure Act of 1959, as amended.

1. **Term of Office**

The officers elected will serve a two-year term which will begin on July 1, 2017 and end on June 30, 2019. All newly-elected officers shall become nonvoting members of the Executive Council until they are eligible to take office. Installation of officers will occur at the CFCE Membership Meeting on May 4, 2017.

1. **Eligibility to Hold Office**

As provided in Article VIII of the CFCE Local 4794 Constitution & Bylaws, any member who has been in good standing (as defined in Article IV, Section 2) for one (1) year (for the offices of President, Secretary, Treasurer, and Vice President) or six (6) months (for the office of Vice President At-Large) may run for office.

1. **Distribution of Campaign Literature**

CFCE Local 4794 will honor any reasonable request by a candidate to distribute campaign literature to members at the candidate’s expense. Requests will be honored in the order received. Campaign literature must be provided to the ad-hoc Elections Committee in sealed, stamped envelopes which are ready for mailing. Each candidate should check with postal officials to determine the proper postage.

Candidates must pay the fair market rate for each mailing to cover the cost of address labels. This is the same cost that a candidate would pay to have labels printed at FedEx Office or Staples. Arrangements have been made for CFCE Local 4794 staff to put address labels on the envelopes containing campaign literature at a rate of $21 per hour. Candidates should contact CFCE Executive Director Nate Banditelli at (714) 895-8765 or nbanditelli.x@cccd.edu to arrange a mailing.

CFCE will place candidate statements on a page on [www.cfce.org](http://www.cfce.org) and will link to the page on the official ballot instructions.

1. **Campaign Restrictions**

Federal law prohibits the use of any union or employer funds to promote the candidacy of any person in a union officer election. This prohibition applies to cash, facilities, equipment, vehicles, office supplies, etc., of CFCE Local 4749 and any other union, and of employers whether or not they employ CFCE Local 4794 members. Union officers and employees may not campaign on time paid for by the union.

Under the terms of Article 2.1 (Right of Access under Federation Rights) in the collective bargaining agreement (commonly referred to as “the contract”) between CFCE Local 4794 and the Coast Community College District, access to CFCE members is limited:

The District agrees that designated Federation officers will have access to bargaining unit employees. The Federation agrees not to interfere with the employees' normal duties and further agrees to contact the employees only during breaks and before or after normal working hours.

Candidates for office should follow the same standard when campaigning. Candidates should only campaign before or after work, on break, or during lunch.

Federal law also provides that candidates must be treated equally regarding the opportunity to campaign and that all members may support the candidates of their choice without being subject to penalty, discipline, or reprisal of any kind.

Candidates may place campaign materials in members’ District mailboxes, but may not “blast” out campaign materials through District e-mail.

1. **Voter Eligibility**

As provided in Article V of the CFCE Local 4794 Constitution & Bylaws, any member who was in good standing ten (10) days prior to the election is eligible to vote.

1. **Election Notice**

A notice of election will be e-mailed to the District e-mail address of each Local 4794 member on or before Tuesday, April 11, 2017. Election notices will also be posted on [www.cfce.org](http://www.cfce.org).

1. **Election Dates**

The election will be held from 8:00 a.m. on Tuesday, April 11, 2017 to 5:00 p.m. on Tuesday, April 25, 2017. The election will be conducted online. CFCE has selected a secure, online, third-party secret balloting system. Because members have two weeks to vote and there is no physical polling location, absentee ballots are not applicable.

1. **Election Results**

The election results will be announced on or before April 28, 2017. Election results will be emailed to classified employees and posted on www.cfce.org.

1. **Election Records**

CFCE Local 4794 is responsible for maintaining all nomination and election records for at least one year after the election, as required by federal law.