



## **Procedures for Choosing Leadership of The NYS Forum Work Groups**

Each work group can have up to four co-chairs, up to two from government sector and up to two from corporate sector, with at least one for each.

**TERM:** The leadership term is two years, unless there are no new nominations for the position. In the IT Corporate Roundtable Work Group, the individual two year term consists of being vice-chair for one year and then chair for the second year. Every two years, at the June work group meeting, the work group members elect their co-chairs and forwards their recommendations to the Executive Council Officers for confirmation by the Executive Council. Recommendations must be forwarded to the Executive Council Officers by July 1<sup>st</sup> and can be done by forwarding them to The Forum's Executive Director ([gbenson@nysforum.org](mailto:gbenson@nysforum.org)) and/or The Forum's Executive Assistant ([rbuchner@nysforum.org](mailto:rbuchner@nysforum.org)).

**ELECTION:** The work group elects both their government co-chairs as well as their corporate co-chairs. Nominations for these leadership positions are solicited in a similar fashion as the Executive Council so the ballot is an open one. You must be a member of the work group to vote for the co-chairs.

**VACANCIES:** If there is a vacancy for a leadership position prior to the end of the term, replacement will be for the remainder of the term using the same process as above, except the election will take place when needed at the discretion of the other chairs of that work group.

**LIMIT OF TWO POSITIONS PER ORGANIZATION:** Each work group will elect their own leaders, and the overview of all the work groups will be handled by the Executive Council Officers, ordinarily limiting work group leadership positions to no more than two per Forum member organization. The organizations could then be directed to select two positions, if they were elected to more than two. The leadership position for the work group(s) that they did not choose would then go to the next highest vote recipient. Exceptions when a second place candidate is not available would go to the Executive Council Officers.

**EXECUTIVE COUNCIL LIAISON TO THE IT CORPORATE ROUNDTABLE:** The selection of the Executive Council Liaison to the IT Corporate Roundtable will be made by the Executive Council. Nominations will be solicited at the same time as the work group leadership nominations and voted on by the Executive Council.