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**National Hampton Alumni Association, Inc.**

**Hampton University Hampton, Virginia 23668**

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MEMORANDUM

**TO:** Chapter Presidents

**FROM:** Derrick Lowery, Nominations Chair

**DATE:** September 1, 2025

**SUBJECT:** Nominations for National Officers

All Chapter Presidents of the National Hampton Alumni Association (NHAA), Inc., have the opportunity to nominate highly qualified candidates to fill the Board positions of National President, First Vice President, Vice President of the Eastern Regions, Vice President of the Western Regions, Recording Secretary, Corresponding Secretary, and Treasurer. Please take advantage of participating in the selection of the 2026 - 2028 national alumni leadership team. The required Nominations and Nominee Agreement forms are attached.

1. Nomination Form
   1. The Nominations Form **must be signed** by the chapter president and the recording secretary of the candidate’s chapter.
   2. The NHAA, Inc., president and secretary must sign the nomination form for Members At-Large.
2. The Nominee Agreement Form **must be signed** by the nominee. Both forms are due, not postmarked, on or before the deadline of October 15, 2025.
3. Chapters and regions **should not endorse** individual candidates.

As a reminder, candidates must maintain the Hamptonian high ethical standards of respect and integrity in all forms of communication. In turn, they may not solicit nor collect funds for the purpose of campaigning for an office. Chapters and candidates may not use the Hampton University seal on any of their campaign materials or use past or current alumni data obtained from the Office of Alumni Affairs or elsewhere that may require a non-disclosure agreement for campaign purposes (i.e., direct mailing). Per Article III – Board of Directors Section 4: Elections Bylaws, the election outcome will be determined by a simple majority (plurality) of eligible votes cast. The exact language: *“An election for board positions of National President, First Vice President, Vice President (Eastern Regions), Vice President (Western Regions), Recording Secretary, Corresponding Secretary, and Treasurer shall be conducted among the voting membership in even-numbered years.*

*Nominations of national officers shall be made in writing by chapters and regions for chapter and Member at Large members desiring to seek national office. A Member-at-Large desiring to seek national office must submit the nomination form directly to the Regional Board of Directors who will verify that he/she is a member in good standing. All Nominations shall be made in writing and be received by the Nomination Committee by October 15 of odd numbered years.*

*After the Nominating Committee has presented its report and before voting for the different officers takes place, the chair must call for further nominations from the floor. When nominations from the floor are completed and additional nominations are allowed for each position, each office nomination must be closed before voting takes place. Regions and Chapters should collaborate and host a Get to Know Your Candidates Session for their members. Upon the conclusion of elections, ballots should be destroyed following the first official meeting of the Board of Directors of the NHAA, Inc., during the year of elections.*

*A ballot shall be prepared and distributed to each voting member by March 1 of the even-numbered years. Each properly authenticated ballot received from voting members by midnight April 1 of even-numbered years will be counted and the person receiving the most actual votes (a plurality) for each national office shall be certified by the Teller Committee as elected for a two-year term beginning July 1 of the even-numbered years. Ballots may be cast either electronically, mailed in, or cast in person.”* The election process schedule is included with this correspondence.

Election Process

* Regions – Appoint a nomination chairperson. Follow the same schedule for Regional Officers
* Chapters – Follow the same schedule as Regions and National Election schedule.

**NOTE**: All Regions and Chapters should encourage members to verify their email addresses on file with the NHAA, Inc is

1. Current
2. Is not a corporate company email address to avoid potential voting information rejected by corporate spam blockers.

I may be reached for questions via email at [derrick.lowery@nhaainc.org](mailto:derrick.lowery@nhaainc.org). Thank you for your tireless dedication and steadfast service to and pride in our beloved *“Home By the Sea”*.

Nominations and Nominee Agreement forms must be returned to Nomination Chair via United States Postal Service (USPS) and/or email with original signatures. Email copies with original signatures are acceptable.

Attachments: Nominations and Nominee Agreement Forms Election Process Schedule

Qualifications for National Officers