



CALIFORNIA WING CADET ADVISORY COUNCIL
CIVIL AIR PATROL
UNITED STATES AIR FORCE AUXILIARY



27 May 2010

MEMORANDUM FOR CALIFORNIA WING CADET ADVISORY COUNCIL

FROM: C/Maj Sean Quigley

SUBJECT: Defining Chair Terms

1. The purpose of this memorandum is to define when the Wing, Group, and Squadron Representatives' terms end. Currently each Group Representative's term ends at a different time. This hinders the potential of the Wing Council because there are new Representatives that come in while the council has already decided on potential projects.
2. The Wing Representative will serve from 01 October to 30 September. He or she will ensure that the council has enough time to vote before 30 September and will announce the winner of the election before that date. The council will meet, either in person or via conference call, to allow the people who are running to be nominated and then give a speech about why they should be the next Wing Representative. The council will then take a vote and the Wing Representative will be notified immediately. The process will repeat for the Wing Vice Representative and Recorder. In order to run for Wing Chair, the candidate must be able to complete the term and must be a C/1st Lt or higher.
3. The Group Representatives will serve from 1 November to 31 October. He or she will ensure that the council has enough time to vote before 30 September and will announce the winner of the election before that date. The council will meet, either in person or via conference call, to allow the people who are running to be nominated and then give a speech about why they should be the next Group Representative. The council will then take a vote and the Group Representative will be notified immediately. The process will repeat for the Group Vice Representative and Recorder. In order to run for Group Chair, the candidate must be able to complete the term and must be a C/CMSgt or higher.
4. The Squadron Representatives will serve from 1 December to 30 November. He or she must be appointed by the Unit Commander. The Squadron Representative should be a Cadet Officer, a Cadet who has been a member for over two years, or the most senior Cadet in the Unit. This will ensure that they contribute to the Cadet Advisory Council and will be able to advise the Unit Commander.
5. If there are any questions about the contents of this memorandum please contact C/Maj Quigley at (661)312-7972

SEAN L. QUIGLEY, C/Maj, CAP
Interim Chairperson, California Wing
Cadet Advisory Council