

## **NOMINATIONS AND ELECTIONS COMMITTEE**

The Nominations and Elections committee consists of nine members of the University Faculty who serve staggered three-year terms. Six members shall be elected at large by the Faculty and three members shall be nominated by the Nominations and Elections Committee and appointed by the Faculty Senate; these three members shall be selected with the goal of having the nine members of the committee reflect a balance among the schools/colleges and disciplines, as well as the diversity of the Faculty. The Dean and Secretary of the Faculty are ex officio members and are not counted in determining the number that constitutes a quorum nor in establishing the existence of a quorum.

*Members cannot concurrently hold membership on the University Faculty Committee.*

*The Secretary of the Faculty will serve as chair of the Committee.*

### **Charge to the Committee**

*The Nominations and Elections Committee, in addition to performing such other functions as may be prescribed by the Senate, the University Faculty, or the Organization and Procedures of the University Faculty, shall:*

1. *Nominate candidates, prescribe procedures for, supervise, and decide disputed questions concerning elections by or to the Senate, all elected committees and elective offices of the University Faculty and Senate, and any referendum.*

*Dean of the University Faculty: Canvass faculty opinion, prepare slate, consult President on nominees, conduct mail ballot using Hare system, and report results to the President and the Faculty.*

*Associate Dean and Secretary of the University Faculty: Prepare slate and conduct mail ballot using the Hare system.*

*The terms for the above offices are three years, with possible reappointment by the Senate of the Dean for two and the Secretary for three years; terms should be staggered so only one is elected in any one year.*

*Faculty Trustees: See attached legislation governing selection.*

*Members at Large of the Faculty Senate: Establish procedures, nominate candidates, and conduct mail ballot using the Hare system.*

*University Faculty Committee and Nominations and Elections Committee: Prepare slates of candidates (from the Faculty Senate membership in the case of the University Faculty*

Committee) being mindful of the importance of spanning all parts of the campus, the ethnic and gender diversity of the faculty, and the major scholarly disciplines of biological sciences, creative arts, humanities, physical sciences, professional schools, and social sciences.

*General elections to the Faculty Senate:*

- *Establish procedures for Spring elections.*
  - *Conduct reapportionment of seats at least every three years, resolving all questions and disputes concerning the same.*
  - *Determine when special elections shall be held to fill vacancies or for other sufficient reason.*
  - *Resolve any question or dispute concerning general or special elections, eligibility to vote, assignment to a constituency, or other election procedures.*
2. *Propose to the Senate, members and chairs of appointed Faculty and Senate committees and members of administration and faculty-administration committees giving preference to members of the Senate where appropriate.*
  3. *Designate, if so desired following concurrence of the Senate, one or more seats on specific committees other than the University Faculty Committee and the Nominations and Elections Committee for non-faculty members.*
  4. *Should the list of candidates provided by the Committee to the Dean of Faculty prove to be insufficient (due, for example, to candidates' refusal to serve), the Dean should:*
    - a. *Consult with the Chair of the Committee about alternate candidates; if the chair is unavailable, consult with another member of the committee.*
    - b. *Inform all members of the Committee via e-mail of the need for additional candidates. Committee members would be expected to provide whatever input they choose within 6 hours.*

*From the Organization and Procedures of the University Faculty, amended by the University Faculty, October 11, 1995, referendum October 16, 1995. <sup>1</sup> Adopted by the Nominations and Elections Committee, December 5, 1995. Selection process modified by Faculty Senate, September 8, 2004.*