# Elections Council
## Year-End Report for 2012-2013

1. **List of Senate Elections Council Members** as of May 2013

| Colleges | A&C | Business | Education | HSS | S&H | Library | Staff | At-large | Admin. |
|---|---|---|---|---|---|---|---|---|---|
| Name | Jerry Beal | Jinn-Tsair (James) Teng | Carrie E. Hong* | Judith Broome | Lizy Mathew* | Mark Sandford | Rodney Cauthen | vacant | vacant |
| Area | Communi-cation | Marketing & Manage | EDLP & PS | English | Nursing | Library | Alumni Office | | |
| Year | second | second | second | second | first | first | first | | |
| Term (2013-2014) | renewed | resigned | resigned | renewed | second | second | second | | |

   *Co-chairs for 2012-2013

2. **Council Meetings in 2012-2013** (The meeting minutes are available on Senate website.)
   - Fall 2012: September 27, 2012
   - Spring 2013: February 12, 2013

3. **Charges for Elections Council, 2012-2013**

<u>**Standing Charges**</u> [completed]

1. Develop standardized procedures for all campus-wide elections.
   - The council reviewed Spring 2013 election procedures and recommended changes in the election announcement. The first round announcement begins with a sentence, "The Senate Elections Council is now accepting nominations for election of representatives to begin a term of service in the 2013-2014 Senate." Item 5 under Senate Vacancies reads, "The newly elected members of the Senate shall serve a 2 year term and assume their office at the first meeting of the New Senate on Thursday, May 2, 2013." This clarifies the term of the newly elected senators and the date of the first meeting for them to attend. The revision was effective as of Spring 2013.

   - Council finalized the Executive Committee elections procedures to be distributed to the New Senate before the May 2nd elections. The approved elections procedures are posted on Senate website.

2. Conduct Faculty Senate elections prior to April 30.

   Elections were held for the Professional Staff Representative and the four At-Large Representatives in April 2013.
   - 1st Round: Tuesday, March 26 – Tuesday, April 2
   - 2nd Round: Tuesday, April 2 – Tuesday, April 9
   - Withdrawal and biographical information: Tuesday, April 9 – Monday,
   - April 15
   - Election: Tuesday, April 16 – Tuesday, April 23
   - Final Results were announced Wednesday, April 24
   - The vote tallies of the contested elections were released to the Senate on April 26.

3. Conduct campus wide elections according to the election policy:

   a. The council conducted and completed Fall 2012 elections as follows:
      PSPC/UPC/UFRAC/ ART/Sabbatical Leave Elections (Annual in Late October)
      - 1st Round: Tuesday, October 2 – Tuesday, October 09
      - 2nd Round: Tuesday, October 09 – Tuesday, October 16
      - Withdrawals & Bios: Tuesday, October 16 –Monday, October 22
      - Online voting: Tuesday, October 23- Tuesday, October 30
      - Extended online voting (due to Hurricane Sandy) through Tuesday,
      - November 6
      - Final results of the UFRAC, Sabbatical Leave & ART Committees
      - Elections were announced Wednesday, November 7.
      - Runoff election of the College of Arts and Communication representative
      - to the UPC was held from Wednesday, November 7 through Wednesday,
      - November 15.
      - Final Results of the UPC, UFRAC, Sabbatical Leave & ART Committees
      - Elections were announced Thursday, November 15.

   b. Council conducted and completed the election of Adjunct Representative to the Senate (2012-2014) during October 2012.
   c. Council conducted Senate Officers elections on May 2nd, 2013 using paper ballots.

d.  Elections were held utilizing a web-based electronic voting system (Campus-Vote) and the campus email and announcements systems were used for notification of all election related information. The annual subscription (10/16/12-10/16/13) to Campus Vote was renewed on 10/16/2012. The cost was split by the Provost Office and the Faculty Senate.

### Additional Charges [completed]

a.  Fall 2012 – election for Adjunct Faculty Senate Representative needed
Council conducted and completed the election of Adjunct Representative to the Senate (2012-2014) during October 2012.

b.  Based on the discussion in the minutes of May 3, 2012 and the Faculty/Professional Staff  Committee meeting on Sept 11, 2012, determine the most efficient, effective and accurate manner to hold elections for the Senate Executive Committee. Include release of vote tallys, method of voting,
Council finalized the Executive Committee elections procedures to be distributed to the New Senate before the May 2nd election. The approved elections procedures are posted on the Senate website.

c.  Determine if a more effective web-based electronic voting system is available
The council decided to continue the annual subscription to Campus Vote as it fits the needs of the campus-wide elections.

d.  Recommendation to Senate regarding corrections to by-laws and constitution regarding
Council worked with the Governance Council to recommend changes in Senate By-laws regarding Election of the Officers.

4. **Recommendations from the Council for additional charges** for the coming year (2013-2014).

a.  Made recommendations regarding corrections to by-laws regarding Officers elections and work with Governance Council to recommend changes to the Senate.
b.  To standardized procedures for vacancy elections and conduct these elections at a senate meeting in Fall 2013.
c.  To continue updating the council's instructions manual and the Blackboard page to facilitate transference of information to new members.

Respectively submitted,

Elections Council Members:

Jerry Beal
Judith Broome
Carrie E. Hong (co-chair)
Lizy Mathew (co-chair)
Rodney Cauthen
Mark Sandford
Jinn-Tsair (James) Teng


Standing charges:
a. Develop standardized procedures for all campus-wide elections.
b. Conduct Faculty Senate elections prior to April 30th.
c. Conduct campus-wide elections according to the election policy for:
d. University-wide ad-hoc committees and major Search Committees.

Additional charges for 2012-2013:
a. Fall 2012 – election for Adjunct Faculty Senate Representative needed
b. Based on the discussion in the minutes of May 3, 2012 and the Faculty/Professional Staff  Committee meeting on Sept 11, 2012, determine the most efficient, effective and accurate manner to hold elections for the Senate Executive Committee. Include release of vote tallys, method of voting,
c. Determine if a more effective web-based electronic voting system is available
d. Recommendation to Senate regarding corrections to by-laws and constitution regarding