

## Senate Elections Council

February 9, 2012

### Minutes

Present: Jerry Beal, Judith Broome, Carrie E. Hong, Liz Mathew, James Miles, Mark Sandford, Jinn-Tsair (James) Teng

Guest: Diane Falk-Romaine (Vice-Chair)

1. Meeting was called to order by C. Hong (co-chair) at 12:31PM. The meeting agenda was distributed.
2. C. Hong shared updates on the contract renewal with Campus-Vote and conversations around searching for a new survey/voting system. Zommerang and SurveyMonkey were reviewed as recommended by Senate Ad-hoc committee. However, the consideration has been halted due to critical drawbacks of these brands. J. Miles suggested that the council take SimplyVoting.com into consideration. Its primary features, capability, and pricing were reviewed. J. Miles will work with M. Sandford to determine if this system is appropriate to meet our needs.
3. Council reviewed the Fall 2011 election procedures and recommended some changes in the election policy. During the fall 2011 Professional Staff Promotion Committee (PSPC) election, there was no candidate nominated from Administration and Finance or institutional Advancement although Candidate Eligibility and Committee Composition says "At least one representative from Institutional Advancement or Finance and Administration must be elected." To avoid confusion, an additional line will be added to the election announcements, which is "If there is no nominee from Institutional Advancement or Finance and Administration, the seat will remain vacant."
4. The last revised dates will be marked to all election announcements.
5. A line "All email correspondence regarding nominations, acceptances, withdrawals, and biographies will be confirmed via [Senatevote@wpunj.edu](mailto:Senatevote@wpunj.edu)" will be added to election announcements.
6. Council set up dates for the upcoming spring elections.
7. Spring election periods are:
  - a. 1<sup>st</sup> Round: Tuesday, March 27 – Tuesday April 3
  - b. 2<sup>nd</sup> Round: Tuesday, April 3 – Tuesday April 10
  - c. Withdrawal and biographical information: Tuesday April 10 – Monday April 16
  - d. Election: Tuesday, April 17 – Tuesday April 24
8. Group proofread the first round announcements for faculty/librarians, and professional staff. The first meeting of the New Senate was fixed to May 3, 2012.
9. Email responses: J. Teng will cover 1<sup>st</sup> round, J. Broome 2<sup>nd</sup> round, J. Beal for withdrawal and biographical information period. C. Hong (co-chair) will assist compiling candidates, proofreading, and sending announcements.
10. All election announcements and council minutes should be archived to the council blackboard.

Respectfully submitted,  
Carrie Hong, Co-chair