

**TO:** SUNY University Faculty Senate

**FROM:** Governance Committee

**RE:** To address questions raised about elections and to provide some additional information and directives to the Nominating Committee which is convened every year that there is an election in accordance with UFS Bylaws; the Governance Committee submits, after careful consideration and received informal feedback, the following suggested changes to be voted upon by the Executive Committee for incorporation at the January 2018 UFS Plenary.

**DATE:** 178<sup>th</sup> Plenary, January 18-20, 2018

**LOCATION:** SUNY Polytechnic Institute at Utica

**MOTION #:** 178-04-01

**VOTE TALLY:** 47 For; 2 Against; 0 Abstain

*As a reminder, the Guidelines have, in the past, been amended by vote of the Executive Committee with announcement to the Senate at the plenary at which they are endorsed by the Executive Committee. Should no senator object and request a senate vote, they are incorporated; otherwise, they are voted upon with discussion at the Plenary at which they are presented (with standard "majority" needed for approval).*

The Governance Committee hereby suggests that the following be **ADDED** to the guidelines document:

#### **Section J. Nominating Committee Duties**

UFS Bylaws Article III Sections C and D are concerned with the election of the UFS officers. Section C establishes the Nominating Committee which is composed of all senators in their final term. Section D is concerned with the conduct of the election.

- The Nominating Committee is responsible for solicitation of statements of interest and curriculum vita from all candidates.
- The Nominating Committee Chair is responsible for the distribution of the statements of interest and curriculum vita to all UFS officers, senators, alternate senators, committee chairs, and campus governance leaders. The statements and curriculum vita must be distributed as per bylaws (III.C.1), one month prior to the Plenary, and this will officially begin the campaign period.
- The Nominating Committee is responsible for arranging an appropriate time on the agenda at the plenary at which an election will be held for a question and answer period with the candidates.

- The Nominating Committee Chair will facilitate the question and answer panel, ensuring that equal time for opening statements is given to each candidate. Plenary agenda time allotted will be no more than 15 minutes times the number of candidates.
- The Nominating Committee oversees campaigning and electioneering.
  - Candidates are limited to sending out one broadcast email to all senators, committee chairs, and campus governance leaders during the campaign period.
  - Candidates may reply to questions privately on an individual basis.
  - No additional campaigning shall be allowed.
- The Nominating Committee will oversee election processes, including choosing the method for distributing and counting ballots.
  - Individual non-registered audience response devices for electronic balloting are available from the UFS Office.
- The Nominating Committee Chair will be the primary contact between the nominees and the UFS officers, senators, alternate senators, committee chairs, and campus governance leaders throughout the campaign. All correspondence should be copied to the UFS Staff Assistant to maintain records and to ensure follow-up.

JAR 1/26/18



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