



DATE: September 26, 2024
FROM: Andre Avramchuk, Chair, Academic Senate Executive Committee
TO: Academic Senate
CC: R. Roquemore
SUBJECT: Proposed Policy Modification: Policy on Elections, Faculty Handbook, Chapter II

The current policy on elections does not reflect current practices. Elections are mostly run at the department/division/school-level, at the college-level, and at the university-level by designated personnel, not by elections committees. In addition, the University has implemented the Election Buddy as a system now widely used in place of the prior e-voting that is no longer supported. These changes reflect updating this policy to current and future practices and considering the implementation of Election Buddy managed by the designated representatives in the academic units. The elections committees or other appropriate bodies will still receive the appeals, if any, of the election results.

The Senate Executive Committee recommends the following changes:

- Lines 12-13: The ballots are typically prepared by designated personnel at each organizational unit in the university. This line is removed as it does not reflect most of the current practices on campus.
- Lines 14-15: Mimics language for the university language in replacing lines 12-13 by instead highlighting that colleges and departments should use their established procedures for running elections.
- Lines 16-17: Reinforces that there is a single representative designated in each unit for running elections.

Policy on Elections

(Senate: 4/21/66, 5/8/73, 5/17/77, 4/30/96, 6/1/ 11, 8/3/11 [EA], 5/24/16; President: 9/8/11, 11/18/16; Editorial Amendment: 9/00, 8/01)

General Considerations

This policy applies generally to department/division/school, college and university-wide faculty elections and all Senate elections in which a written ballot is used unless procedures for specific elections are detailed in policy elsewhere in this handbook or in department/division/school or college policy documents. Departments/divisions/schools and colleges that wish to follow alternative election procedures must specify those procedures in their approved policy documents.

Election Procedures

Department/division/ school, college, and university-wide faculty elections shall utilize an electronic voting system that ensures that voters' names are not attached to their ballots. Electronic ballots will be prepared by the elections committee or other appropriate committee in each department/division/school or college. COLLEGES AND DEPARTMENTS/DIVISIONS/SCHOOLS SHALL CONDUCT FACULTY ELECTIONS ACCORDING TO THEIR ESTABLISHED PROCEDURES. The Academic Senate shall conduct all university-wide faculty elections according to its established procedures. The elections committee or appropriate body REPRESENTATIVE, BASED ON ESTABLISHED PROCEDURE, will set the timeline for submission of nominations of candidates and for election, which will run for a minimum of five business days for nominations and seven days for elections. For each candidate or issue to be voted upon, all options must be simultaneously visible to the voter.

Tabulating Election Results

Elections shall utilize a preferential ballot with a single-transferable vote unless otherwise specified in University, college or department/division/school policy. The counting system is described in an explanatory document available in the Office of the Academic Senate and distributed to college and department/division/school offices. When a tie occurs for two or more candidates at the lowest ranking, all shall be dropped. When a tie occurs near the end of the count such that the elimination of all the tied candidates would result in an incomplete complement of elected persons, the order of the final election may be established by comparison of the tied candidates ' respective rankings on the ballot.

Election results will be announced within one week of the close of voting. Following elections, and after the announcement of results, the electronic file of voting shall be stored for ten days after which it may be deleted if no challenge is received. If there is a challenge to the results, a written appeal of the elections results must be presented to the elections committee or appropriate body within the 10-day period following the announcement of results. If an appeal is presented, the electronic file of voting will continue to be stored until a final resolution of the appeal has been reached. The file will be permanently deleted once any appeals are resolved.