

# **2008-2009 YEAR-END REPORT QUESTIONS:**

## **Senate Elections Council**

### **Charges For Elections Council**

#### **Standing Charges:**

1. Develop standardized procedures for all campus wide elections.
2. Conduct Faculty Senate elections prior to April 30.
3. Conduct campus wide elections according to the election policy for:
  - a. Promotion Committee, Sabbatical Leave Committee, UFRAC Committee
  - b. University wide ad-hoc committees and major Search Committees where broad elected representation is needed. These elections can be called upon request from the Senate directly or by the Senate at the request of University Administrative officials for members from Faculty, Librarians, Professional Staff, and Adjunct Faculty.

#### **Additional Charges for 2008-09:**

1. Work with the Provost and Human Resources to develop a process for keeping the list of eligible voters for Senate-sponsored elections current.
2. Work with Human Resources to establish dates and procedures for determining the roster of eligible voters in Senate elections.
3. Work with the Governance Council to address questions that arise regarding election procedures.
4. Continue to explore and report on availability of other electronic voting systems that may better fulfill our campus needs.
5. Evaluate the purpose and makeup of the Election Council (e.g. What should the role of the council be, now that we have electronic voting? Should it be reformulated as a committee with a smaller number of members?) and, if appropriate, recommend changes to the Senate.

**1) What were your charges? (Please list EACH charge and then, next to each, indicate what you did to fulfill the respective charge OR what prevented you from fulfilling the respective charge).**

### **Standing Charges**

#### **a. Develop standardized procedures for all campus-wide elections.**

The Election Council's standardization of procedures focused this year on continuing last year's initiative to establish a single fall election for the following committees:

- University Promotion Committee, (UPC)
- University Faculty Range Adjustment Committee (UFRAC)
- Professional Staff Promotion Committee
- Sabbatical Leave Committee
- Assigned Released Time Committee (ART)

The council undertook the following measures as recommended in last year's report:

- 1- To send out two different calls for nominations: one for Faculty and another one for Professional Staff.
- 2- To further work on standardizing all the templates for call for nominations.

The Council continued developing and updating the manual that describes and explains standard procedures and provides detailed instructions on how to run different elections. The manual will continue to be revised, enhanced and expanded yearly so that new members have access to comprehensive information needed to run campus-wide elections

The Council's Blackboard page was updated with this year's documents.

**b. Conduct Faculty Senate elections prior to April 30.**

Election was conducted for the following contested seats:

- Marketing and Management
- English
- Kinesiology
- Mathematics
- Professional Staff representative
- At-Large representative

**c. Conduct campus-wide elections according to the election policy for:**

- 1) Promotion Committee, Sabbatical Leave Committee, Merit Award Committee.**
- 2) University wide ad-hoc committees and major Search Committees**

The elections held during the Fall 2008 and Spring 2009 semesters were:

**Fall election:**

- University Promotion Committee
  - Two At Large representatives
  - One College of Arts & Communications representative
  - One College of HSS representative
  - One College of Science and Health representative
- University Faculty Range Adjustment Committee
  - Two At Large representatives,
  - One College of HSS representative
  - One College of Science and Health representative
- Professional Staff Promotion Committee
  - Five at-large representatives
- Sabbatical Leave Committee
  - One At Large representative
  - One College of Science and Health representative

- Assigned Release Time Committee
  - Two At Large representatives
  - One College of Arts & Communications representative
  - One College of HSS representative
  - One College of Science and Health representative
- Adjunct Faculty Senate Representative
- Senate General Elections (Please see details above)

### **Additional Charges**

1. **Work with the Provost and Human Resources to develop a process for keeping the list of eligible voters for Senate-sponsored elections current.**  
Instructions for collecting a list of eligible voters have been placed in the Election Council's Blackboard page last year. A list was collected followed established procedure.
2. **Work with Human Relations to establish dates and procedures for determining the roster of eligible voters in Senate elections.**  
The council followed procedures established in previous years.
3. **Work with the Governance Council to address questions that arise regarding election procedures.**  
Very few questions regarding election procedures arose this term and they were all solved following the Governance Council's advice.
4. **Continue to explore and report on availability of other electronic voting systems that may better fulfill our campus needs.**  
The council still considers the present voting technology to be the best and most cost effective option for WPU.
5. **Evaluate the purpose and makeup of the Election Council (e.g. What should the role of the council be, now that we have electronic voting? Should it be reformulated as a committee with a smaller number of members?) and, if appropriate, recommend changes to the Senate.**  
The council considers that the current make up of the Council is appropriate.