Election Guidelines for Faculty Academic Unit Representatives on Senate
Approved by Senate on November 23, 2015

The following are the election procedures to be followed by Academic Units that do not have Senate approved procedures.

1. A call for nominations to fill vacancies on Senate anticipated by the Academic Unit for July 1st shall be sent to all faculty members in the Academic Unit by the preceding February 15th. Nominations shall close on February 28th.

2. All faculty members with an academic appointment of 50% full-time equivalent (FTE) or more in an Academic Unit are eligible to be nominated.

3. Nominations shall be accompanied by a statement of interest from the nominee indicating their interest and availability in serving as an Academic Unit Senator and an appropriate curriculum vitae.

4. Should an election be necessary, it shall be carried out by mail or electronic ballot and will normally be held over the two week period from March 1st to March 15th. All faculty members with an appointment of 50% FTE or more are eligible to vote.

5. Faculty members shall vote for one or more members depending on the number of Academic Unit seats in Senate that will become vacant on July 1st.

6. The results of the vote shall be reported to Senate by the Academic Unit by March 31st. Statement(s) of interest for the successful candidate(s) shall be provided to the University Secretariat with the vote results.