UNK Faculty Senate

Faculty Senate Oversight Committee Meeting Minutes:
March 29/April 5, 2005

Present: Mary Barton (LIBR); Nathan Buckner (CFAH); Chris Exstrom (CNSS); Rick Miller (FS); Tami Moore (CBT); Jane Strawhecker (COE); Scott Unruh (FSEC); Bob Young (FSEC)

1. The committee discussed issues related to poor voter response in FS Nomination Elections and in the actual Elections of Senators-at-Large, College Senators, and College Representatives to FS Standing Committee. These issues included nominations of persons who refused to be candidates on the Election Ballot, the reluctance of many faculty members to actively seek nomination, and the feeling among some newer faculty members that they could not get a sufficient number of nomination votes to become candidates in an election.

2. In order to address these issues, the committee decided to propose changes to the nomination/election processes through proposing amendments to the FS Constitution and Bylaws. After discussion of changes that may help resolve these issues, Chair Young was asked to incorporate these changes into a draft of needed amendments.

3. The meeting was adjourned until April 5, 3:15 PM, at which time the draft of amendments would be discussed.

4. On April 5 the committee, chaired by Mary Barton in Bob Young’s absence, made enhancements to and then approved drafts of the proposed amendments regarding the FS election processes. The proposed amendments (attached) will be presented to the Faculty Senate at its April 7 meeting. The FS will vote on adoption at its April 28 meeting.

Respectfully submitted,

Bob Young, Chair
FS Oversight Committee
April 5, 2005
FS Oversight Committee

PROPOSED AMENDMENTS TO
FACULTY SENATE CONSTITUTION & BYLAWS

Submitted to Faculty Senators at the April 7, 2005 FS Meeting for vote at the
April 28, 2005 FS meeting.

FS CONSTITUTION, October 2, 2003

Article II.C. Election and Eligibility to Vote

II.C.1. Election: The Faculty Senate Oversight Committee, elected by and under
the direction of the Faculty Senate, shall conduct nominations and elections, as
outlined in the By-Laws.

ARTICLE V - FACULTY SENATE COMMITTEES

All Senate Committees shall be responsible to the Senate and shall regularly report their
actions and recommendations to the Senate.

Article V.A. Standing Committee Elections and Member Terms: The Faculty Senate
Oversight Committee shall conduct the election of College representatives to standing
committees during the month of September. During the regular October Faculty Senate
meeting, the committee will conduct the annual election of Standing Committee members
representing the Faculty Senate. Except for the Faculty Senate Executive Committee and
the Faculty Senate Oversight Committee members who serve one year terms, other
Standing Committee members shall serve for a term of two years, beginning on the first
day following the regular October Faculty Senate meeting at which standing committee
elections are completed. The two-year terms shall be arranged so that approximately one-
half of the positions are filled by election each year.

ARTICLE VI – FACULTY REFERENDA

Article VI.A. Referendum Request

Article VI.A.2. Referendum by Surface Mail or by Electronic Delivery: The
FS Oversight Committee shall arrange for the faculty referendum by surface mail or by
electronic delivery.
ARTICLE IV - ELECTION PROCESSES OF THE FACULTY SENATE

The Faculty Senate Oversight Committee shall organize, conduct, and/or monitor the election processes of all Senate and standing committee seats as required by the Faculty Senate Constitution and in accordance with the following Faculty Senate Bylaws.

Article IV.A. General

*In order to replace Faculty Senators whose terms expire on the Wednesday prior to the last Thursday of April, the election of Faculty Senators shall be conducted during the Spring Semester. The Faculty Senator(s)-at-Large shall be elected first, followed by the election of Faculty Senators representing the four undergraduate colleges. Newly elected Faculty Senators begin their terms at the Faculty Senate Meeting held on the last Thursday of April.*

*In order to replace members of Faculty Senate Standing Committees whose terms expire following the regular October Faculty Senate Meeting, the undergraduate colleges shall elect their representatives during September and the Faculty Senate shall elect its representatives during the October Faculty Senate Meeting. Newly elected members of Faculty Senate Standing Committees begin their terms immediately following the October Faculty Senate Meeting.*

IV.A.1. Election Dates: As soon as possible after the Deans of the undergraduate colleges have provided a list of full-time faculty in residence, as of the end of the first week of the Spring Semester, to the appropriate college representatives to the Oversight Committee, the Chair of the committee shall meet with the representatives to determine college apportionment, faculty eligible to be nominated as Senator(s)-at-Large, and to set a schedule of dates for nomination and election of Senators-at-Large and College Senators. The nomination and election processes must be conducted and concluded between February 1 and April 15 of each year. A minimum of seven calendar days must be provided for a nomination process to be completed and a minimum of ten seven calendar days must be provided for an election process to be completed. The exact dates for the nomination and election processes may be adjusted by the Oversight Committee in accordance with the specific dates of Spring Break.

IV.A.2. Faculty Residency: For purposes of distributing ballots to eligible voters, a faculty member shall be considered a member of the college in which the larger portion of that person’s teaching load is assigned. Departmental membership, for the purposes of elections, shall be required of all personnel. A faculty member whose load is evenly divided between two colleges or whose
assignment is difficult to determine because of load fluctuations, shall declare college affiliation for purposes of voting and holding Senate office.

IV.A.3. Nomination Forms: The Oversight Committee shall distribute Nomination Forms to eligible voters providing information regarding eligibility of nominees. The Nomination Form shall provide a space for the written consent of a nominee in order for that person to be included on an Election Ballot.

IV.A.3.a. Consent of Nominees: After the results of the election of nominees nomination process have been determined, the Faculty Senate Oversight Committee must contact the nominees to insure that they will accept the nomination for a Senate seat and that they will serve if elected. shall create and distribute an Election Ballot that lists the names of all consenting nominees as candidates for open seats.

IV.A.4. Validity of Election: The Faculty Senate Oversight Committee is responsible for ensuring that all elections are fair and valid. Concerns about the validity of a Faculty Senate election should be directed to the Faculty Senate Executive Committee. When the validity of an election is challenged, the Faculty Senate Executive Committee shall decide whether the election results should stand or be invalidated.

IV.A.4.a. Invalid Election: In the event the Faculty Senate Executive Committee rules that an election is invalid, the faculty members whose Senate or Faculty Senate Standing Committee positions are being filled by the election will continue to serve until a new election is conducted.

IV.A.4.b. Corrective Election: In the event that the Faculty Senate Executive Committee rules that an election is invalid, the Faculty Senate Executive Committee will appoint an ad hoc committee whose sole task is to conduct a new election as soon as possible in accord with the constitutionally specified procedures.

ARTICLE V – ELECTION OF SENATORS-AT-LARGE, COLLEGE AND LIBRARY SENATORS

Article V.A. Senators-at-Large

V.A.1. Nominations: By the beginning of the third week of February, the Chair of the Oversight Committee shall provide each eligible faculty member with the current roster of Faculty Senators and a Nominating ballot Nomination Form on which he/she may nominate, with the written consent of the nominee(s) on the Form, as many persons as are to be elected. This Form must be returned within seven calendar days after receipt of the Form, as many persons
as are to be elected. The Nominating Ballots—Nomination Forms shall include a list of all eligible faculty members as provided for in the Constitution, Article II.B., and the By-Laws, Article I.B. Nomination election forms shall be distributed by surface mail ballot or by electronic delivery in order to determine the nominees for Senator-at-Large. The two faculty receiving the highest number of votes for each Senator at Large seat to be filled shall become the nominees for the election process. All faculty who have been nominated and who have consented to be nominated on the Nomination Form will be listed as candidates on the Election Ballot for Senator-at-Large.

V.A.2. Elections: Election Ballots for of the Senator(s)-at-Large shall be distributed by surface mail or by electronic delivery under the direction of the Chair of the Oversight Committee. Within ten fourteen calendar days after the initial distribution of the Nominating Nomination Forms, the Chair shall provide the eligible faculty with the nomination process results on Election Ballots which list the two nominees receiving the highest number of votes all nominees who have consented to be candidates for each open position.

V.A.3. Election Results: At the conclusion of the election process, those persons receiving the largest number of votes shall be declared elected, providing that not more than one Senator-at-Large is from a single department. In that event, the person receiving the next largest number of votes shall be declared elected. The Chair of the Oversight Committee shall notify the candidates of the election results prior to March 15 and announce the results to the faculty prior to the beginning of the third week of March.

Article V.B  College Senators and Library Senator

V.B.1. Nominations: During the third week of March, the college representative to the Faculty Senate Oversight Committee shall provide each eligible faculty member of his/her college with the current roster of Faculty Senators and a Nominating Ballot Nomination Form on which he/she may nominate, with the written consent of the nominee(s) on the Form, as many persons as are to be elected. and return This Form must be returned within seven calendar days after receipt of the ballot Form, as many persons as are to be elected. The Chair of the Oversight Committee shall provide each eligible college member full-time librarian holding professorial rank with such a roster and ballot Nomination Form regarding election of a Library Senator. The Nominating Ballots Nomination Form shall include a list of all eligible college (or library) faculty members as provided for in the Constitution. The Nomination election Forms shall be distributed by surface mail ballot or by electronic delivery in order to determine the nominees for College Senator and Library Senator seats. The two faculty receiving the highest number of votes for each College Senator and Library Senator seat to be filled shall become the nominees for the election process. All faculty members who have been nominated and
who have consented to be nominated on the Nomination Form will be listed as candidates on the Election Ballot for College or Library Senator.

V.B.2. Elections: Election Ballots for College and Library Senator(s) shall be distributed by surface mail ballot or by electronic delivery under the direction of the college representative to the Oversight Committee and the Chair of the Oversight Committee. Within ten fourteen calendar days after the initial distribution of the Nominating Ballots Nomination Forms, the appropriate member of the Oversight Committee shall provide the eligible faculty of his/her college and the library with the nomination process results on Election Ballots which list the two nominees receiving the highest number of votes all nominees who have consented to be candidates for each open position.

V.B.3. Election Results: At the conclusion of the election process, those persons receiving the largest number of votes shall be declared elected. The appropriate member of the Oversight Committee shall notify the candidates of the election results and announce the results to his/her college and to the library prior to April 15.

ARTICLE VI – ELECTION OF FACULTY SENATE STANDING COMMITTEE MEMBERS

Article VI.A. Nomination and Election Processes
The Faculty Senate Oversight Committee shall conduct elections for college and library representatives to Faculty Senate Standing Committees during September. The committee shall employ the same process as used for the election of Senators in each of the Colleges and the Library to determine each unit’s representatives to the Standing Committees.

VI.A.1. Faculty Residency: See By-Laws, Article IV.A.2.

VI.A.2. Nominations: Faculty members chosen to serve on Standing Committees will be nominated, based on the composition of the committee, by the faculty of their college or the Library, or by the Faculty Senate Oversight Committee, or by the members of the Faculty Senate, as appropriate.

VI.A.2.a. College and Library Representatives: The nomination process shall be conducted between September 1-15. The college representative serving on the Faculty Senate Oversight Committee shall be responsible for conducting the nomination process within his/her respective college. The Senate representative to the Oversight Committee shall be responsible for the nominating process for the Library representatives.

VI.A.2.b. Faculty Senate Representatives: After the election process has been completed for college and library representatives for Faculty
**Senate Standing Committees, the**
The Faculty Senate Oversight Committee shall prepare a slate of nominees for the Faculty Senate positions on the Standing Committees. After consultation with the Executive Committee, this slate of nominees will be presented at the October meeting of the Faculty Senate.

**VI.A.3. Elections:** Faculty members chosen to serve on Standing Committees will be elected, based on the composition of the committee, by the faculty of their College or the Library or by the members of the Faculty Senate, or elected/appointed by the administration and/or students, as appropriate.

**VI.A.3.a. College and Library Representatives:** The elections shall be conducted between September 16-30. The college representative serving on the Faculty Senate Oversight Committee shall be responsible for conducting the election process. The election results shall be reported to the candidates and at the October meeting of the Faculty Senate. The Senate representative to the Oversight Committee shall be responsible for the election process for the Library representatives.

**VI.A.3.b. Faculty Senate Representatives:** The Faculty Senate Oversight Committee shall conduct the elections, by ballot, for these positions during the October meeting of the Faculty Senate from the slate of nominees it has submitted and from nominations received from the floor.

**Article VI.B. Committee Vacancies:** The process outlined for filling vacancies in the Faculty Senate will be used to fill committee vacancies. See By-Laws, Article IV.C. Vacancies.

**Article VI.C. Committee Replacements:** The process outlined to replace Faculty Senators will be used to replace committee members. See By-Laws, Article IV.C.e., Replacements.