

Membership and Elections of At-Large and Non-Tenure-Track Faculty

Election of At-Large Members

Each year four at-large members shall be elected, one each from the following faculty ranks: Non-Tenure Track, Assistant Professor, Associate Professor, and Professor. Accordingly, in any given year, eight full-time faculty members, two from each rank, serve as at-large senators. On or before March 1 of each year, the Secretary of the Senate shall issue to each member of the faculty a description of membership criteria. Each full-time faculty member holding the rank of lecturer, clinical, visiting, research, professor of practice, assistant, associate or full professor may nominate candidates from each of the following categories: (a) assistant professors; (b) associate professors; (c) full professors; (d) non-tenure-track (lecturers, clinical, visiting, research, and practice faculty). Self-nominations are permitted. Nominations must be returned to the Senate Secretary for the nominations to be valid. The Executive Committee of the Senate will count the nominations. The four persons in each category receiving the highest number of nominations will be the nominees, with the following exceptions: If three or fewer persons per rank are nominated or if a minimum of four persons do not receive multiple nominations, the names received shall be those on the ballot. The final ballot will be determined no later than the end of March. Before the list of nominees are forwarded by the Senate Secretary to the Executive Committee, confirmation of the individuals' willingness to serve shall have been secured by the nominator and the Senate Secretary.

The Senate Secretary shall initiate the voting process by distributing or posting the list of confirmed nominees to the full faculty on the first Monday following spring break or on the 3rd Monday of March, whichever is earliest. Faculty must submit their vote within one calendar week. The votes will be tallied by the Senate Secretary and confirmed by the President. At-Large elections, including runoff elections, should be completed no later than the second Thursday in April.

Elections of Divisional Members

Each of the four voting divisions in the College of Arts and Sciences and the remaining four voting divisions, as described below, shall conduct its own election. In November, the President-elect will send an email to all the

current divisional senators to remind them about divisional elections. Each group of divisional senators should meet before December 1 to determine the election process—who will call for nominations, who will be responsible for holding the elections, who will alert the Secretary of the results—and report to the President-elect on the process for their division. Self-nominations are permitted. There shall be two constraints placed upon these otherwise autonomous elections: within each voting division, the members elected must be from at least two different faculty-rank categories, and wherever three members represent a given voting division, it is desirable that they come from three different categories. Runoff elections should be completed by March 1 as to not interfere with the University-at-large election.

For both at-large and divisional elections, the candidate receiving the majority of all votes cast wins the election. Absent a majority, the two candidates in each category receiving the most votes will be reconsidered in a runoff election (to be held within the next calendar week). Election results should be announced within one week of the end of the election process by the designated Faculty Senate representative.