

**Georgia College & State University – University Senate Election Procedures**  
**At-large Elected Faculty Senator**  
**Spring 2016**

Membership of the University Senate includes three elected faculty senator positions designated as at-large elected faculty senator positions representing the entire membership of the Corps of Instruction. Each position is for a three year term with service staggered such that an election for one at-large senator position is required each year.

This year's election will identify an individual to serve as the at-large elected faculty senator for a three year term commencing **April 22, 2016**.

**By-law requirements:**

*University Senate Bylaws Article II, Section 2.A.4. At-Large. The Executive Committee shall determine an election procedure and conduct the elections for each of the at-large elected faculty senator positions subject to the eligibility criteria and term of service specified in II, Section 1.A.2 and the voting eligibility criteria specified in II, Section 2.A.1. The results of such elections shall be announced to the University Community no later than March 1.*

*University Senate Bylaws Article II, Section 1.A.2. The **thirty-seven (37)** faculty members are elected as specified in II, Section 2.A. The term of service for an elected faculty senator shall be three (3) years in duration and begin with the call to order of the spring organizational meeting of the University Senate and shall continue until her/his successor assumes office. The eligibility requirements for an elected faculty senator are membership in the Corps of Instruction as detailed in II, Section 2.A.1 and the completion of at least two (2) years of service at the university at the time her/his term of service begins.*

**Election Procedures:**

The election will be coordinated by the Chair of the Subcommittee on Nominations.

1. Call for nominations: Send nominations to senate@gcsu.edu
  - Nominations open - **February 1, 2016**
  - Nominations close - **February 12, 2016** at 5:00 p.m.
2. Confirmation of nominations
  - Eligibility to serve as an elected faculty senator is confirmed by ScoN.
  - Nominated faculty must accept his or her nomination in order to be placed on the ballot.
3. Voting
  - Eligibility to vote is determined from the Corps of Instruction list informing the most recent apportionment of elected faculty senators to academic units.
  - Voting method: authenticated electronic vote – secret ballot
  - Voting opens - **February 17, 2016**
  - Voting ends - **February 24, 2016** at 5pm
4. Results
  - The candidate receiving the most votes will be declared the At-Large Elected Faculty Senator.
  - In the event of a tie, the winner will be selected through a blind draw.
  - Election Results will be announced to the University Community no later than **March 1, 2016**.

**Replacement Procedures:**

If an At-Large Elected Faculty Senator needs to be replaced during his or her term of service or an additional At-Large senator needs to be added to the University Senate, the candidate who received the second highest number of votes in the election will be contacted to determine his or her willingness to serve. If necessary, the candidate who received the third highest number of votes will be contacted. This process will continue until either a candidate in the prior election agrees to serve or all candidates in the prior election decline to serve. If none of the candidates from the prior election wishes to serve, a replacement election will be conducted in compliance with the University Senate Bylaws.