

**Perfecting changes** are corrections to oversights or errors in the current version of the document and are unlikely to require discussion

Bylaw III of the University Senate

Bylaw dealing with the election of the presidents-elect of the Academic Assembly campus memberships and members of elected committees.

A. Standard Election Procedures

The election of the presidents-elect of the Academic Assembly campus memberships and members of elected committees shall be conducted by electronic **mail ballot** in accordance with the following schedule and procedures:

1. Prior to February 15, the senate Committee on Committees shall prepare a list of candidates for each vacancy. The list should include **at least** two candidates for president-elect of each campus, and the number of candidates for elected committees should exceed the number of vacancies when possible. Campus affiliations of nominees for campus president-elect, Committee on Academic Freedom and Tenure, Governance Grievance Committee, and Academic Professional Grievance Committee must be confirmed by the Committee on Committees.
2. Votes for campus president-elect from Academic Assembly members will only be counted toward nominees from their own campus.
3. The secretary of the senate is responsible for the operation of elections, acting in consultation with the chair of the senate Committee on Committees and the chair of the University Academic Council.
4. By February 15, or when the candidate list is complete, the secretary of the senate or designee shall ensure that members of the Academic Assembly are notified of the dates of the election, the list of candidates prepared by the committee, and the option of proposing additional nominees by petition. Notification shall be through a posting on the University Senate Web site, **and** by electronic mail. ~~and by available and appropriate print sources.~~
5. ~~The duration of the notification period should be no less than five and no more than ten days. The period of time between notification and the election should be no less than five and no more than ten working days.~~ Valid petitions received by the chair of the Committee on Committees during this period shall be placed on the ballot. Valid petitions for Tempe campus positions require signatures of at least 25 assembly members from the Tempe campus. Valid petitions for other campuses require signatures of at least ten assembly members from the campus for which the position is designated.
6. Any ballot that includes more than two candidates for an office shall be structured to permit preferential voting for that office, as specified in *Robert's Rules of Order*, which shall also guide how to determine the results of the election.
7. The election will begin **immediately as soon as possible** after the conclusion of the notification period. Elections will be by electronic ballot. After ensuring that the voting system is secure,

**Commented [CB1]:** Task Force Rationale: Identity of campus affiliations is a critical component of a governance structure based on respective campus representation.

**Commented [CB2]:** Task Force Rationale: Correcting an inaccuracy in the process description; this section of the Bylaw defines the duration of the notification period and not the time between the notification period and the election.

the secretary of the senate or designee shall notify each member of the Academic Assembly of the election period and explain the election process.

8. The duration of the election shall be seven days
9. Any reports of election difficulties should be directed immediately to the secretary, who shall ensure that such difficulties are eliminated.
10. Soon after the election period has ended, the staff persons who operated the electronic balloting system will present the results to a committee composed of the secretary, the chair of the Committee on Committees, the chair of the University Academic Council, and one representative from each campus whose votes are being reported. After determining that the voting system was secure and that all eligible voters who attempted to vote were able to do so, this committee will certify the election results.
11. The election results will be reported first to the candidates, then to the UAC, and then by e-mail to senators and on the Senate web page.

#### B. Other Election Procedures

1. If the Committee on Committees is unable to complete a ballot for any campus by February 15, it shall notify the UAC and continue its efforts.
2. If the Committee is unable to find more than one nominee per office by February 15, it may offer that ballot to the Academic Assembly.
3. If the Committee is unable to complete a ballot for any campus by May 1, the UAC is authorized to work with the faculty of that campus to find nominees and devise appropriate election procedures.
- 3-4. A campus president who has completed a term as past president shall wait one year before running again for president-elect.

**Commented [CB3]:** Task Force Rationale: This will help ensure diversity and engage new leadership for the Senate.

## Appendix

### Academic Constitution & Bylaws Approval History

Originally approved by the Arizona State University Faculty Assembly on April 23, 1982. Approved by the Board of Regents at its July 1982 meeting.

Amended by the Faculty Assembly at its January 19, 1984, meeting.

Amended by the senate at its November 18 and November 25, 1985, meetings. Approved with further amendments by the Faculty Assembly at its January 28, 1986, meeting. Further editorial amendments adopted by the senate on May 5, 1986.

Substantive recommendations proposed by legal counsel of the Board of Regents were received by the Academic Senate Personnel Committee and approved by the Faculty Senate on January 19, 1987.

Revisions proposed by the Constitution and Bylaws Review Committee were approved by the Academic Senate at its November 18, 1991 meeting by the Academic Assembly on February 11, 1992. Approved with revision [removal of Section B(4)(b) of Bylaw I] by the Board of Regents on August 27, 1992.

Revisions approved by the Academic Senate at its April 15, 1996 meeting.

Revised document approved by the Academic Assembly on October 25, 2000.

Report of the Tellers Committee approved by the Senate Executive Committee on October 30, 2000. Academic Senate accepts the report of the Tellers Committee on November 13, 2000. Revisions approved by University President Coor on December 15, 2000.

Revisions proposed by the Constitution and Bylaws Review Committee [University Affairs Committee] were approved by the Academic Senate at its March 29, 2004 meeting.

Revisions proposed by the University Academic Council were approved by the Academic Senates of the Polytechnic, West, and Tempe/Downtown campuses at its March 17, 2008, meeting and ratified by the Academic Assembly as reported by designated tellers to the University Academic Council on May 7, 2008.

Bylaw III was amended and ratified by the University Senate on October 5, 2009.

Revisions proposed by Constitution and Bylaws Committee to the articles of the Constitution were approved by the University Senate at its meeting on September 9, 2013, and ratified by the Academic Assembly on April 30, 2014.

Revisions proposed by Constitution and Bylaws Committee to the Bylaws were approved by the Senate on April 28, 2014.

[To be add when/if Senate approval is secured](#)