**Nominations and Elections Committee Year in Review – 2022-2023**

Chair: N. Scott Howard MD, MBA, FACS

**I. Recent History and Current Committee Activity Timeline:**

The Nominating and Elections Committee (NEC) faced irregularities and poor communication in 2020-2021. As the new Chair, I proposed methods to improve processes and ensure transparency for 2021-2022 and was elected for a second and third term as the NEC Chair. A full 2022-2023 timeline is available below. The committee primarily focused on familiarizing members with the Faculty Senate, Faculty Council and each of the standing committees, promoting diversity, and executing fair and transparent elections for 2022-2023.

**II. Compliance and Governance:**

The NEC established values of diversity, integrity, excellence, compassion, teamwork, accountability, and respect. It also made changes to the voting system, replaced committee members via a standardized process that included having the NEC vote on process at beginning of year, and provided input on the selection process for the Faculty Senate ad Hoc Committee on Shared Governance. The committee refined the standardized Statement of Interest form for all positions which included a mandatory statement on diversity.

**III. Candidate Recruitment and Selection:**

The NEC worked on producing a diverse slate of nominees, identifying candidates for the Faculty Senate, and engaging potential faculty through town hall-style meetings. It also reviewed the process of identifying candidates, verified the status of applicants, and ensured that all eligible applicants were placed upon the ballot. The Dean generated a fun video to encourage individuals to run for a position.

**IV. Election Process:**

The election process involved reviewing the Bylaws Amendment Ballot, refining the standardized Statement of Interest form, handling faculty representation requests, and completing Faculty Senate elections. The committee also discussed how to handle ties within the Ranked Choice Voting system. The NEC met to discuss ways to improve voter engagement with a doubling in participation from the faculty senate to standing committee elections.

**V. Stakeholder Engagement:**

Stakeholder engagement included inviting the Director of Diversity, Equity, and Inclusive Excellence to speak on diversity, addressing controversies related to faculty representation, and creating a subcommittee to identify names for recommendation for the CAPT. A chairs were invited to present to the NEC and provided names for consideration. The NEC Chair provided the list of nominees to Faculty Affairs and the standing committee chairs in advance of ballot selection to ensure candidates screened for ineligible candidates. The NEC also extended self-nomination timing to accommodate those who needed to discuss with their Chair and solicited for NEC members from the Faculty Council.

**VI. Recommendations and Action Plan:**

After serving as the chair of the NEC for the past 2.5 years, my recommendations include solidifying a standardized process via updating the NEC Charge. I have set a new timeline for the NEC, promoted “diversity of life experience” discussion in our statements of interest, discussed vacancies with all NEC members, discussed importance of ensuring adequate representation on the ballot, and streamlining ballots for our elections. I do feel that there is additional work to be done to review and refine the election process, learning from some recent negative past experiences, and making necessary adjustments to improve future processes.

**VII. Conclusion:**

In conclusion, the Nominating and Elections Committee has made significant efforts to address irregularities, improve transparency, promote diversity, and ensure fair and transparent elections. The committee has been proactive in engaging stakeholders, refining our processes, and making recommendations for continuous improvement. It is critically important that decisions are discussed within the NEC meeting on a regular (monthly) basis. The annual review process is a good idea as it allows us to reflect upon our commitment to upholding compliance, governance, and stakeholder engagement while striving for excellence in candidate recruitment, selection, and the election process.

**NEC Membership – 2022-2023**

**Ex Officio:** Stanton L. Gerson, MD, Darin Croft, PhD (Chair FC), Matthias Buck (Chair Elect, FC)

**Members:** N. Scott Howard MD (UH-Chair), Katherine DiSano (MHS), Neetu Gupta (CCF), Peter Harte (SOM), Perica Davitkov (VA), Bryan Carroll (UH)**,** Danny Manor, PhD (SOM), Katherine DiSano (MHS), Mahesheema Ali (MHS)

**Faculty Affairs:** Nicole Deming, Joyce Helton, Cynthia Kim

**Timeline for the 2022-2023 Nominating and Elections Committee:**

**June 2022 – October 2022:**

 - Set a regularly scheduled meetings – generally once per month.

 - Invited Director of DEI, Ms. Tina Lining, to speak on Diversity again.

 - Determined to change the voting system to Qualtrix.

 - Replaced 3 committee members from COMS, Women and Minority, and NEC with runners-up from the prior election. All were voted on by the NEC.

 - New Chair of CBFC appointed by Dr. Croft.

 - Faculty Senate created an ad hoc Committee on Shared Governance, and NEC provided input on the selection process.

**November 2022:**

 - Reviewed Bylaws Amendment Ballot to be voted on by Faculty Council – provided modifications.

 - Refined the standardized Statement of Interest form for all positions.

 - Modified the mandatory statement on diversity in the form.

 - Invited all Committee Chairs to present information about their standing committee, anticipated personnel losses, and what their committee 'needed' with respect to candidates.

**December 2022:**

 - Discussed the ideal process for identifying candidates for the Faculty Senate.

 - President Kaler requested faculty representation on the "Engagement Working Group," and NEC provided input together with Dr. Croft/Faculty Senate members.

 - Discussed having a Town Hall-style meeting to engage with potential faculty interested in various committees/governance.

**January 2023:**

 - Voted on the approved announcement letter for Faculty Senate – Letter sent.

 - Discussed the Town Hall concept – video by Dean recommended and produced.

**February 2023:**

 - At-large Representative for Faculty Council appointment via protocol (prior election runner-up).

 - Dean created a video encouraging people to run for positions.

 - Reviewed and verified all nominees for Faculty Senate. NEC approved ballot.

**March 2023:**

 - Faculty Senate Elections completed and verified.

 - Discussed opportunities to streamline the charge within the election process.

**April 2023:**

 - Reviewed the Letter to Faculty for Standing Committee opportunities and SOI Template for Committee Positions.

 - Discussed how to handle ties within the Ranked Choice Voting system.

**May 2023:**

 - Ratification of the FC Bylaws Votes.

 - Reviewed the process for "VA providers" and discussed controversies related to shortened terms created by the Bylaws process during an upcoming election.

**June 2023:**

 - Ballots received for all positions. Elections completed and verified.