

## SAC Elections Committee 2009-10

**Robin G. Kramer, Chair**

**Attendees:** Robin G. Kramer, Rick Kramer, Jim Prince, Diane Weitzen, Elizabeth Woyczynski, Juliet Peterson  
**Meeting Tuesday, June 15, 2010 Crawford 209, 12:30-1:30 pm**

### COMMITTEE ASSIGNMENTS

The "schedule of events" for the committee was distributed---assignments for the upcoming general election were reviewed as follows:

- Email accept/decline nominations for general election--Jovon Jones (back-up rgk)
- BioSketch requests & followup--Liz Woyczynski
- Compile BioSketches-Robin Kramer (back-up Jim)
- Jim will create Ballots using CWRU "Filer" (K. O'Linn approved via phone w/rgk)
- Compiling statistics and results--Jim Prince and Robin Kramer
- Robin will send a request to the SAC Chair to verify voting process to be done electronically as last year. (K. O'Linn subsequently approved via phone w/rgk)

### APPORTIONMENT

Robin received the apportionment figures from HR May 18. The breakdown totals of eligible staff are:  
Exempt=1201 & Non-Exempt=475 (totals are tentative pending confirmation from Carolyn Gerich in HR).

### ELECTION PROCESS TIMELINE

- 6/18/10 At SAC General Council meeting will be Call for Nominations. Robin will email each eligible school. The eligible schools are CAS, CSE, LAW, MED & MGT.
- 7/6 Follow-up email to schools for nominations.
- 7/12-15 If there are not enough nominees from the Schools-a Nomination Sub-Committee will be formed with at least 2 staff from each of the eligible schools. Either a SAC Representative or someone familiar with the nomination process will be asked to submit names for nomination. The Nomination Sub- Committee will meet for about an hour. Liz Woyczynski will check on room availability in Adelbert.
- 7/8 Elections Committee Meeting-Crawford Rm 209 3pm
- 7/23 Deadline for nominations
- 7/26 Robin will send list of nominees to HR to verify employment status.
- 8/6 Biosketches due back from nominees.
- 8/11 VOTING BEGINS (runs for 15 calendar days)
- 8/17 Election Committee Meeting-Crawford Rm 209 12:30pm
- 8/25 VOTING CONCLUDES 5pm

### UPDATE ON SAC CONSTITUTION

Jim Prince represented the election committee at the steering committee meeting and provided input about the elections concerns. The Steering Committee will provide a report at the next SAC General Council meeting.

Meeting adjourned at 1:30 pm

**The next meeting is July 8, 3:00 pm, in room 209 Crawford.**

### **SAC Elections Committee Members:**

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