

SAC Elections Committee 2011-12

Meeting Monday, Jan. 9, 2012 Sears 670 12:00-1:00PM

Co-Chairs Robin Kramer & Jim Prince

Attendees: Robin Kramer, Jim Prince, Julietta Peterson, Anita Gupta, Curtis Bunner

- Meeting called to order at 12:35pm by Robin Kramer
- Robin gave an overview of the election process for the new members
- Reviewed and updated SAC Election schedules (Officer Election schedule attached)
- Anita will update the election webpages for the Officer & General Election BioSketches

Announcements

- Meetings this year moved to Sears Room 670 on the 2nd Monday of each month
- 2012 Officer Election will include Vice Chair and Secretary
- Call for Officer nominations will be announced at the Feb 10th SAC General Council Mtg
- Follow up call for Officer nominations will be emailed to current elected reps
- 2012 General Election will include: CAS, CSE, LAW, MED & MGT
- Need Replacement for Filer.case.edu (Filer Survey might be deprecated soon)
- Survey Monkey, Google Forms or other in house survey tool are possible alternatives

Post Meeting Developments

- Filer Survey will be available for the SAC Officer Election - Filer is scheduled to close this summer per Rimas Biliunas
- Our past results & reports will be archived and provided to Jim & Robin
- Rimas to work with Jim to find a replacement solution

Members volunteered for the following committee assignments:

- Co-Chairs – [Jim Prince & Robin G. Kramer](#)
- Committee Secretary for Meeting Minutes – [Curtis Bunner \(Back-up Mike Payne\)](#)
- Email Nomination follow-up (Accept/Decline) – [Karyn Newton](#)
- Email Bio-Sketch requests & follow up for General Election – [Karyn Newton](#)
- Compile Bio-Sketches for General Election – [Robin Kramer](#)
- Replacement Rep-Tracking openings & securing replacement reps-[Rick Kramer \(rgk b-up\)](#)
- Webmaster – [Anita Gupta \(Back-up is Rick\)](#)

If a current member's status changes, e.g., transfers to another department, or leaves the University, the person with the next highest votes for the same position will be contacted (pending their good standing status) and "appointed" by the Chair of the General Council as a replacement representative. Currently the elections committee only knows if a member is inactive by personal contact from the member, and/or word of mouth. We ask that all representatives notify the committee if your status changes. Thank you.

- Meeting was adjourned at 1:30pm
- Next meeting February 13th 12:30pm Sears Room 670



SAC Elections Committee Members:

rgk	Robin K.	368-5942	robin.kramer@case.edu	Co-Chair
rak7	Rick	368-6034	richard.kramer@case.edu	
axg68	Anita	368-0473	anita.gupta@case.edu	Webmaster
jrj14	Jim	368-8955	jim.prince@case.edu	Co-Chair
jrj63	Julieta	368-1020	julieta.peterson@case.edu	
kmn4	Karyn	368-0100	karyn.newton@case.edu	
mcp9	Michael	368-5534	michael.payne@case.edu	
cjb14	Curtis	368-0072	curtis.bunner@case.edu	Secretary



SAC OFFICER ELECTIONS 2012

The SAC Elections Committee met on Monday, January 9, 2012 and agreed upon the following Officers Election schedule:

- 1/09/12 Elections meeting: review and edit biosketches to be included with agenda and minutes for April SAC Council meeting (those that are in early)
- 1/10/12 email to saccom re: upcoming "Call for Nominations" asking members to review Council membership for nomination to Vice Chair, include constitution's officer description and eligibility requirements
- 2/10/12 SAC Council Meeting--Call for Nominations
- 2/29/12 follow-up with 2nd email
- 3/09/12 deadline for nominations
- 3/16/12 final call for nominees to accept/decline
- 3/19/12 verify nominees eligibility to hold office
- 3/22/11 send link to nominees for biosketch (upon acceptance & HR vetting)
- 3/23-26/12 check on biosketch receipt/call nominees with reminder if not submitted
- 4/06/12 deadline to receive biosketch
- 4/13/12 SAC Council meeting: nominee speeches
- 4/27/12 ballots due--end of election
- 5/14/12 Election Committee meeting to verify and announce results
- 5/15/12 results available—Council & HR notified
- 5/18/12 send announcement to Case Daily for Officers elect

