



UAF FACULTY SENATE

312B Signers' Hall, University of Alaska Fairbanks, P.O. Box 757500, Fairbanks, AK 99775-7500 • (907) 474-7964 • Fax (907) 474-5213

www.uaf.edu/uafgov/faculty-senate/

MEMORANDUM

TO: Joan Braddock, Interim Dean, SFOS Pete Pinney, Assoc. Vice Chancellor, CRCDD
Bella Gerlich, Dean, Libraries Bob McCoy, Director, GI
Doug Goering, Dean, CEM Allan Morotti, Dean, SOE
Mark Herrmann, Dean, SOM Todd Sherman, Dean, CLA
Larry Hinzman, Director, IARC Fred Schlutt, Director, CES
Paul Layer, Dean, CNSM Stephen Sparrow, Interim Dean, SNRAS

FROM: Cécile Lardon, President
UAF Faculty Senate

A handwritten signature in cursive script, appearing to read "Cécile Lardon", written in dark ink.

DATE: January 30, 2015

SUBJECT: Faculty Senate Elections

The UAF Faculty Senate requests that units begin the election process for 2015-2017 representatives and alternates to the Faculty Senate. These elections are administered by the Dean/Director's offices as described in the attached Guidance on Faculty Senate Elections 2015.

Unit elections for the Faculty Senate need to be completed by **Friday, March 13, 2015** so that the Senate can conduct committee assignments and install the new members at the May 5 meeting. This also allows elected faculty to include this service in their workloads.

Note that Faculty Senate meetings are held on first Mondays of the month from 1-3 p.m. Faculty nominated for positions on the Faculty Senate should be informed of this time commitment and be willing and able to accommodate it. The most common problem is a conflict with teaching schedules.

CLA, CNSM, CRCDD and Libraries also elect members for specific permanent Senate committees. This information has been attached for those units, for their reference and to help consolidate the election process. (The information is not attached for units to which it does not apply.)

Your cooperation and assistance with the process is essential and is much appreciated. If you have questions, contact Jayne Harvie in the UAF Governance Office at 474-7964. Election information is also posted at: <http://www.uaf.edu/uafgov/faculty-senate/elections/>.

Attachments: Guidance on Faculty Senate Elections 2015
UAF Faculty Senate Elections - Terms and Vacancies by Unit

Faculty Senate Permanent Committee Vacancies (Applicable only to CLA,
CNSM, CRCD, and Libraries)

cc: Susan Henrichs, Provost
Dan White, Interim Vice Chancellor for Research
Faculty Senate Administrative Committee

Guidance on Faculty Senate Elections 2015:

- 1) Elections and election procedures are the responsibility of the units, subject to the Bylaws of the Faculty Senate. FS Bylaws are posted at: <http://www.uaf.edu/uafgov/faculty-senate/about/>
- 2) The Dean/Director's office is expected to administer the elections.
- 3) The Dean/Director may not "appoint" anyone to the Faculty Senate; this is the prerogative of the faculty.
- 4) NOT ALL FACULTY AFFILIATED WITH A UNIT MAY PARTICIPATE. The Dean/Director's office should NOT use its full faculty list. Compile a separate list for Faculty Senate elections.
 - Tenure-track, research, and term faculty **do qualify** for representation on the Faculty Senate, and may participate in the election. Adjunct and affiliate faculty **do not qualify**, nor do postdocs.
 - Faculty with joint appointments are represented only through the unit of their primary appointment, determined as follows:
 - Faculty with joint appointment that include an academic unit (tenure-granting) are represented through that unit, and should vote only in that unit's elections.
 - Faculty with joint appointments in two academic units are represented through the unit in which the faculty member is tenured or will be reviewed for tenure, and should vote only in that unit's elections.
 - In accordance with these rules, faculty voting in elections at the research institutes (GI, IARC) are limited to Research Faculty whose primary appointment is in that unit. There should be no tenure-track faculty participating in elections at the research institutes. Lists of qualifying faculty for these units are provided.
 - Faculty with a primary appointment in a unit that is too small to have separate representation at Faculty Senate are represented through another unit. The two IAB faculty are represented through CNSM and the two ARSC faculty are represented through IARC. They should be included in those units' elections.
- 5) Elections should be timed for completion by **March 13, 2015**. The Dean/Director's Office notifies the Faculty Senate office of the results by **March 16, 2015**.