

Minutes of the Academic Senate Elections Committee (ASEC) Meeting
February 17, 2009, 1270 FAB

1. The meeting started at 1:00 p.m.
2. The following committee members were present: Joseph Artiss (Pathology), Karen Feathers (Teacher Education), Loreleigh Keashly (Communication), Naida Simon (Undergraduate Programs & General Education), Angela Wisniewski (Academic Senate) Seymour Wolfson (Computer Science) and James Woodyard, Chair (ECE). The following notified the chair they would be absent: Frederic Pearson (Peace & Conflict Studies) and Antoinette Somers (Information Systems & Manufacturing).
3. The January 20, 2009 minutes were approved.
4. The hearing panels ballots were counted and certified. At the time when ballots were cast the Senate consisted of 80 members. Thirty-four or 42% of the members voted.

Elected for three-year terms on the Faculty Hearing Panel are:

Ramona Benkert, Associate Professor, Nursing
Karen Feathers, Associate Professor, Teacher Education, Education
Daphne Ntiri, Professor, Africana Studies, Liberal Arts and Sciences
James Rillema, Professor, Physiology, Medicine

Elected for three-year terms on the Academic Staff Hearing Panel are:

Janet Andrews, Academic Services Officer III, Academic Services, Education
Jennifer Bondy, Academic Services Officer III, University Libraries
Lee Dyament, Academic Services Officer III, Music, Fine, Performing and
Communication Arts
Susan LaLiberte, Academic Services Officer I, Anthropology, Liberal Arts and
Science

5. Jeff Dunn (Sr. Applications Technical Analyst, C&IT), developer of the C&IT elections software provided answers to the following two questions that were raised at the January 20th meeting:
 - a. What is the status of voting with SOM e-mail addresses? Voters may not use the SOM e-mail addresses to vote. Voting may be done only with WSU Access I.D.'s. Notification that the voting booth is open may be done with SOM e-mail addresses.
 - b. What is the status on simultaneously conducting multiple elections? The software for simultaneous multiple elections is being testing.
6. The presentation of the report on the mock election that was conducted by Toni Somers has been rescheduled for the March 10th meeting.
7. The report on senator-at-large nominations and election was presented.
 - a. A solicitation for nominations was sent on January 20th via e-mail to a list containing 2190 names; the list was developed from a file received from HR.
 - b. 204 e-mail messages bounced. 16 were non-SOM names, 26 were not identified because of a lack of information and the remaining 162 were SOM names.

- c. 105 bounces with SOM names were in an e-mail directory obtained by Joe Artiss from the SOM IT department; 57 were not in the e-mail directory. A check of the list with 2190 names showed that 750 were SOM names. Hence the 162 SOM bounces constitute 22 % of the SOM personnel.
 - d. It was agreed the we should recommend to the SOM that their IT personnel assume responsibility for assigning SOM e-mail addresses and at the same time, activate the WSU access I.D.'s; communicate passwords to the account holders; and set the accounts to forward all e-mail to the SOM e-mail addresses.
 - e. Paper ballots will be sent to all personnel listed in the error report. Announcements on the opening of the voting booth will also be sent to SOM personnel for which we have SOM e-mail addresses. It is possible to cross check the electronic and paper ballots to insure that only one ballot is counted for each voter.
 - f. Two senator-at-large nominations were received by the February 5th deadline. The bylaws require five. Another announcement was sent and several telephone calls were made soliciting nominations with a deadline of February 15th. Fifteen nominations were received. The committee reviewed the bylaws and agreed to place 15 nominees on the ballot.
 - g. The dates for the senator-at-large election are: voting booth open and paper ballots sent on February 23rd; reminder sent on March 2nd; Voting booth closed and paper ballots due on March 6th; March 10th ballots certified by elections committee; four candidates with the highest number of votes placed on a ballot; paper ballots mailed and voting booth opened March 11th for run-off election as specified in bylaws; reminder sent on March 23rd; paper ballots due and voting booth closed on March 25th; and ballots certified by elections committee on March 27th.
8. The database issues for senator-at-large election (SOM) and apportionment were discussed. It appears that a "better" HR file is needed. Seymour Wolfson and Jim Woodyard will meet to resolve the issues.
 9. Reports were presented on surveys:
 - a. student opt-out & FTIAC not registered – 2008 ACT data were presented that show WSU registered fewer students with higher ACT scores. Jim will continue to work with SAC on the surveys and consult with the elections committee.
 - b. non-smoking campus - a draft of a survey developed by SAC was circulated with the request that comments be submitted to Karen Feathers and Naida Simon within a week. The chair will send a reminder via e-mail along with the 2007 Student Voice survey and University of Minnesota survey. Karen and Naida will develop a draft on behalf of the committee that will be sent to SAC. The two committees will finalize the survey form and use Student Voice to conduct. A report is due to the Policy Committee no later than April 23, 2009.
 - c. Calendar - It was decided to wait until late in the Fall 2009 semester to administer the survey so that the community can respond in a meaningful way after having experience with the new calendar.
 10. New business: There was no new business.
 11. Future meeting dates were agreed to at the December 9th meeting. The chair will cancel a meeting on a selected date in the event there isn't a need for a meeting. All meetings will begin at 1:00 p.m. and held in 1270 FAB. The remaining selected dates are:

- a. March 10, 2009 (Naida Simon informed the chair that she will not be attending the meeting.)
 - b. April 14, 2009
 - c. May 12, 2009
12. The meeting adjourned at 2:20 p.m.
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Approved as submitted at the Elections Committee meeting of March 10, 1009