

Election Procedures
Executive Committee
(adopted by secret ballot, 23 March 1984)
(where changes have been made, original in brackets)

Eligibility

All tenured and tenure-track faculty members of the physics department, and those part-time faculty members of the department who were appointed to that position before January 1, 1984, are eligible to vote for and serve on the EC, except as follows: Incumbent members of the EC serving for their second consecutive two-year term are ineligible to serve for the following two years.

Nomination and Election Procedures

1. The department chair shall ask each member of the groups (hereafter referred to as E groups) whose representatives on the EC are up for election the following spring if they are unwilling or unavailable to serve if elected. Only extraordinary circumstances should lead to a faculty member's withdrawal at a later stage. Those eligible, willing, and available shall make up the list of potential nominees.
2. The departmental chair shall send to all members of each E group a nomination ballot containing the list of potential nominees of their own group. Nomination ballots are cast by the double-envelope method, with the nominator's group, name, and signature on the outer envelope and his or her group on the inner. A valid ballot must contain exactly two different names of potential nominees from the nominator's own group, and no others. Ballots are counted one [three] week after being sent out by the department.

The list of nominees for each E group will consist of those three persons still available who received the largest number of nominations greater than zero. In the case of ties among these, all those tied shall be on the list; if only two persons received nominations, the list shall contain only those two.

3. The list of nominees for each E group is sent as a ballot to all members of the physics faculty eligible to vote. Voting is by the double-envelope method, with the nominator's name and signature on the outer envelope and a blank inner envelope. A valid ballot must contain at most one vote for one of the nominees in each E group. Ballots are counted one [three] week after they were sent out by the department

The available person receiving the largest number of votes among the nominees for his or her E group is elected for a term of two years. In the case of ties a run-off election is held, except as follows.

If among the non E group members of the EC and the newly elected members none is junior, and there is one tie between a junior and a senior faculty member, the junior will be considered elected.

4. If before 1 July one of the recently elected members of the EC becomes unavailable, the runner up shall be considered elected. (If there is a tie for second place there shall be a run-off election.) If this happens after 1 July, or if the runner up is also unavailable, there shall be a new nomination ballot and election for the opening created.

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Change to Policy - From Executive Committee Minutes, 17 April 2000:

The EC agreed that the time period for each round of voting in future Departmental elections will be one week for EC elections and two weeks for Chair elections.

Addendum to Policy – reported in Faculty Meeting Minutes, 23 March 2010:

The Ad Hoc Committee on EC Representation recommended:

1. The role of Associate Chair on the EC be formalized: specifically that the AC serve as an ex officio member of the EC consistent with recent practice.
2. The Department revise the present configuration to five elected members to represent the following groups: a) particle experiment; b) nuclear experiment; c) subatomic theory; d) condensed matter and biophysics experiment; and e) condensed matter and biophysics theory and accelerator physics

The faculty voted by secret ballot: 23 in favor (including 2 in absentia votes), 0 opposed and 0 abstentions.

If was decided that the question of how to implement this change at the next round of EC elections will be addressed first in the EC.