

EAST CAROLINA UNIVERSITY

2002-2003 FACULTY SENATE

The organizational meeting of the 2002-2003 Faculty Senate will be held on **Tuesday, April 30, 2002**, at 2:10 p.m. in the Mendenhall Student Center Great Room.

This meeting is for newly elected Faculty Senators and those Senators whose terms did not expire in 2002.

- I. **Call to Order**
- II. **Roll Call**
- III. **Report of Committees**
 - A. Nominating Committee for Faculty Officers, Mark Taggart
Election of Faculty Officers (attachment 1).
 - B. Committee on Committees, Henry Ferrell
Election of Academic, Administrative, Appellate,
Board of Trustees, Student Life, and Student Union
Committee Members (attachment 2).
 - C. Election of Members to the Committee on Committees (attachment 3).
 - D. Election of Members to the Agenda Committee.

Faculty elected to serve on these committees will be notified over the Summer of the upcoming Fall organizational committee meeting dates. Please do not hesitate to call the Faculty Senate office at 328-6537 if you have any questions.

**NOMINATING COMMITTEE FOR FACULTY OFFICERS REPORT
ELECTION OF FACULTY OFFICERS**

Candidate for Chair of the Faculty

Bob Morrison, Department of Chemistry

The Faculty Senate and its committees play a very important role in the governance of the university. It is our collective responsibility as Senators and Senate committee members to seek the information needed to make informed recommendations on the key academic issues. In order to be effective, our recommendations must be based on sound information and good judgment, and must be made in a timely manner. The committees have been operating under a new structure this year, and I believe they've been operating efficiently. We may need to make some slight adjustment in charges next year as we evaluate their effectiveness. Some of the issues we'll face during the coming year include the effect of budget cuts on academic programs. This will be especially important because the Office of the President has indicated that in some cases we may need to make vertical cuts. We'll continue our discussion of faculty roles and rewards as it relates to the community of scholars and to the scholarship of engagement and the scholarship of teaching. The Office of the President is preparing to implement the recommendations on fixed-term faculty issues that have been recently approved by the Board of Governors. We'll need to make some adjustments in our Faculty Manual when implementation procedures are forwarded to campuses. Other issues that need attention are grievance procedures, benefits, technology issues, and academic issues that seem to suddenly appear as the university seeks to explore new initiatives. I have been honored to serve as the Chair of the Faculty the past two years. If re-elected I will continue to do my best to help coordinate the activities of our committees to bring key issues before the Senate for debate and resolution. I've been proud of the way the faculty senators have taken the high road in debating complex issues, and look forward to such debates in the coming year.

Candidates for Vice Chair of the Faculty

Rick Niswander, School of Business

I have been at ECU since 1993 (I was a late bloomer in academia, not seeking my Ph.D. until I was 39). Since I've been here, two particular items have impressed me. First, I have been impressed with the reasoned discourse between and among members of the ECU community. Although reasonable people can – and do – differ, I am proud that our differences have not created chasms across which we have to shout. Second, I have been impressed with our system of shared governance – a system that not only looks good on paper, but also works in practice. Neither our discourse nor our shared governance work perfectly, but they are the envy of our sister colleges and universities. In the coming years the ECU community will be faced with numerous challenges. First among them is the shrinking state budget and its impact on our people and programs. I know that my background as a CPA, my chairmanship of the Senate's University Budget Committee, and my knowledge of government accounting have and will serve the faculty well when dealing with budgetary matters. Another challenge stems from the first: budgetary constraints are likely to place strains on reasoned discourse and shared governance. Our discourse and governance have been shaped by the hard work of those who have gone before us. I am not interested in moving backwards. I am committed to working forcefully, yet constructively, for the faculty and for the university community.

Biographically, I am an Associate Professor of Accounting and have served the faculty in many capacities including Faculty Senator, chair of the University Budget Committee and the Teaching Grants Committee, a member of the Agenda Committee, the Nominations Committee, the Academic Awards Committee, two University-wide teaching awards committees, the Chancellor's Task Force on Campus Resource Allocation, the search committee for the Provost/VCAA, and as an internal reviewer of the graduate programs in Economics and Psychology. If elected as Vice-Chair, I would be proud to serve the faculty in meeting the challenges we face.

Faculty Senate Agenda
April 30, 2002
Attachment 1. (continued)

Catherine Rigsby, Department of Geology

I have been at ECU since 1993 and am currently an Associate Professor in the Department of Geology, working hard toward promotion to full professor. My research in sedimentology focuses on global climate change. For the past five years, I have been working on the history of climate change in the tropics by studying river and lake sediments on the high plateau of the Bolivian and Peruvian Andes and, more recently, lake sediments from tropical islands. My work examines tropical climate change over the ~40,000 years of Earth history and, for the more recent times (the last 10,000 years), includes investigations of the relationship between climate change and human land-use. I am a firm believer in shared governance and have served on the Research Creative Activity Grants Committee, the Faculty Information Technology Committee, the University Curriculum Committee, the IRCC Charge Committee, the Coastal Resources Management Admissions Committee, and numerous unit/departmental committees. I am currently a second term Faculty Senator.

Candidates for Secretary of the Faculty

John Cope, Department of Psychology

I have been at ECU since the early 80s and as an Industrial Psychologist (specializing in the area of organizational development) it has been delightful to watch and participate in the evolution of ECU as it becomes a major player in a State with a lot of academic muscle. I believe strongly, in the concept of shared-governance and I deeply wish to be a part of this process. I am completely convinced that faculty involvement is absolutely vital to all aspects of institutional development, especially given the current financial woes. That involvement needs to be careful, deliberate and heavily tied to the core goals of the faculty. Specifically, I hope to accomplish two goals: 1) Work with the Chair of the Faculty in guiding and developing policy consistent with the goals of the University, and 2) proceed in a way that expands the principles of shared governance by building cooperative bridges between the administration and the faculty.

I am currently a professor in the Department of Psychology and serve as the Director of the Graduate General program. I am a second term Senator and have served previously as a Senate Alternate (15 years). I have just been elected to serve on the Faculty Assembly, beginning this Fall. I have also served on the Admission and Recruitment Committee (currently chair), the Agenda Committee, the Citation Appeals Committee, the Educational Policies and Planning Committee, the Enrollment Management Council, and the Parking and Traffic Committee.

The current State financial problems will make the coming year very difficult, and will require tight partnership with all administrative entities in order for our institution to continue to move forward. This is the time for strong faculty guidance, and if elected to Secretary of the Faculty, I will try to provide this level of leadership. Thank you for your consideration.

Mark Taggart, School of Music

Our mission statement informs us that the motto of East Carolina University is "Service", meaning, "to serve." Our desires to meet the educational needs will be challenged by the continuing budget shortfalls that we are currently facing. Our faculty must provide a strong, unified front, opposing any measures that would imperil our commitment to the achievement of excellence.

I have been on the faculty of ECU since 1985, where I teach music composition in the School of Music. I have served on the Faculty Senate for fourteen of the years I've been here. I have also served on the Research and Creative Activities Grants Committee, including a two-year stint as chair. I was also chair of the Committee on Committees for two years, and continue to be a member of that committee. I am also currently secretary of the Faculty Governance Committee.

COMMITTEE ON COMMITTEES REPORT

**Nominees for Academic, Administrative, Appellate, Board of Trustees, Student Life,
and Student Union Committee Members**

Service on an academic committee is limited to election to two consecutive 3-year terms
with ineligibility for reelection to the same committee for at least one year.

ACADEMIC COMMITTEES
(3 year terms unless otherwise noted)

Academic Awards
(no specifications)

<u>Term</u>	<u>Nominees</u>	
2005	Linda Wolfe	Anthropology
2005	Hanna Jubran	Art
2005	Tope Bello	Business
Others on the committee:		
2003	Jeffrey Phipps	Theatre and Dance
2003	Ellen Arnold	English
2004	Rose Allen	Allied Health Sciences
2004	Charles Boklage	Medicine

Academic Standards
(no specifications)

<u>Term</u>	<u>Nominees</u>	
2005	Catherine Rigsby	Geology
2005	Charles Hodson	Medicine
Others on the committee:		
2003	John Tilley	History
2003	Jim Decker	Health and Human Performance
2003	Richard Bamberg	Allied Health Sciences
2004	Nancy House	Art
2004	M.S. Ravi	Mathematics

Admission and Retention Policies
(no specifications)

<u>Term</u>	<u>Nominees</u>	
2005	Jan Tovey	English
2005	Gary I. Levine	Medicine
Others on the committee:		
2003	Dawn Clark	Theatre and Dance
2003	John Cope	Psychology
2003	Michael Duffy	Art
2004	Pam Mitchell	Political Science
2004	Pamela Burton	Academic Library Services

**Faculty Senate Agenda
April 30, 2002
Attachment 2. (continued)**

Calendar
(no specifications)

<u>Term</u>	<u>Nominees</u>	
2005	John Crammer	Computer Science
2005	Jean Hiebert	Academic Library Services
Others on the committee:		
2003	Robert Caprio	Theatre and Dance
2003	Charles Calhoun	History
2004	Stephen Dock	Foreign Languages
2004	Ginger Woodard	Human Environmental Science
2004	Patricia Myers	Business

Continuing and Career Education
(no specifications)

<u>Term</u>	<u>Nominees</u>	
2005	Gary Marc Trube	Allied Health Sciences
2005	Thomas M. Louis	Medicine
2005	Jessica Christie	Art
Others on the committee:		
2003	Christopher Carolan	Mathematics
2003	Nellie Drees	Nursing
2004	Cal Christian	Business
2004	Leslie Pagliari	Industry and Technology

Educational Policies and Planning
(no specifications)

<u>Term</u>	<u>Nominees</u>	
2005	John K Davis	Medicine
2005	Richard Mauger	Geology
Others on the committee:		
2003	George Bailey	Philosophy
2003	James O. Smith	Business
2003	Amy Carr-Richardson	Music
2004	David Dennard	History
2004	Michael Brown	Psychology

Faculty Governance
(Members can not be elected concurrently to an appellate committee.)

<u>Term</u>	<u>Nominees</u>	
2005	James Holloway	Business
2005	Mary Glascoff	Health Education
Others on the committee:		
2003	Jim Joyce	Physics
2003	Paul Hartley	Art
2003	Linda Allred	Psychology
2004	Mark Taggart	Music
2004	Marti Engelke	Nursing

Faculty Information Technology

(at least 6 of whom are from academic units that are
bona fide users of the University computation facilities)

Term Nominees

2005	Karl Wuensch	Psychology
2005	Philip Rothman	Economics

Others on the committee:

2003	Tibor Hortobagyi	Health and Human Performance
2003	Samuel Atkinson	Medicine
2003	Jonathan Propper	Human Environmental Science
2004	James Wirth	Computer Science
2004	Rebecca Benfield	Nursing

Faculty Welfare

(no specifications)

Term Nominees

2005	Phil Lumsford	Industry and Technology
2005	David Lawrence	Geology
2005	Paul Spence	Medicine

Others on the committee:

2003	John Bradley	Business
2003	Marieke Van Willigen	Sociology
2004	Tracy Carpenter-Aeby	Social Work and Criminal Justice
2004	Parm Hawk	Education

Libraries

(no specifications)

Term Nominees

2005	Salman Abdulali	Mathematics
2005	Thomas H Allen	Communications

Others on the committee:

2003	Tom Raedeke	Health and Human Performance
2003	Gay Wilentz	English
2004	Marianna Walker	Allied Health Sciences
2004	John Stevens	Foreign Languages
2004	Ann Schreier	Nursing

Research/Creative Activity Grants

(The membership of the committee shall serve according to their disciplinary expertise. Ideally this would include seven members from the College of Arts and Sciences, with at least two each from Humanities, Social Sciences, and the Sciences/Math, and seven members from the Professional Schools and other academic units, with no more than one from each professional school. Each member shall have demonstrated accomplishment in scholarship, research, or creative activity, as evidenced by data submitted for each person nominated by the Committee on Committees or from the floor of the Faculty Senate.)

<u>Term</u>	<u>Nominees</u>	
2005	Seodial Deana	English
2005	Britton Theurer	Music
2005	John Collins	Philosophy
2005	Jane Painter	Allied Health Sciences
2005	Carol Brown	Education
2005	Steve Estes	Health and Human Performance
2005	Roger Russell	Health Sciences Library

Others on the committee:

2003	Randall Parker	Economics
2003	Bonnie Mani	Political Science
2003	Punam Madhok	Art
2003	Jim Chandler	Human Environmental Science
2003	Tom McConnell	Biology
2003	Randy Daniel	Anthropology
2004	Yu (Frank) Yang	Chemistry

Student Academic Appellate

(no specifications)

<u>Term</u>	<u>Nominees</u>	
2005	Janice Neil	Nursing
2005	Michael Schinasi	Foreign Language

Others on the committee:

2003	Jonathan Wacker	Music
2003	Janice Lewis	Academic Library Services
2003	Pat Dunn	Health and Human Performances
2004	George Williams	Education
2004	Tom Durham	Psychology

Student Scholarships, Fellowships, and Financial Aid

(no specifications)

<u>Term</u>	<u>Nominees</u>	
2005	Cynthia B Green	Art
2005	Karen Sullivan	Allied Health Sciences
2005	John Reisch	Business

Others on the committee:

2003	Paul Spence	Medicine
2003	Nancy Shires	Academic Library Services
2004	James McKernan	Education
2004	Elizabeth Sharpe	Social Work and Criminal Justice

**Faculty Senate Agenda
April 30, 2002
Attachment 2. (continued)**

Teaching Grants

(The membership of the committee shall serve according to their disciplinary expertise. Ideally this would include six members from the College of Arts and Sciences, with at least two each from Humanities, Social Sciences, and the Sciences/Math, and six members from the Professional Schools and other academic units, with no more than one from each professional school.)

Term	Nominees	
2005	Sharon M Ballard	Human Environmental Sciences
2005	Natalie Stewart	Theatre and Dance
2005	Robin Webb-Corbett	Nursing

Others on the committee:

2003	Karen Mulcahy	Geography
2003	David Pravica	Mathematics
2003	Randy Joyner	Education
2003	Lessi Bass	Social Work
2003	Ed Schumacher	Economics
2004	Sherralyn Cox	Medicine
2004	Tim Gavin	Health and Human Performance
2004	Anthony Capehart	Biology
2004	Margaret Bauer	English

University Budget
(no specifications)

Term	Nominees	
2005	Henry Ferrell	History
2005	Art Rodriguez	Chemistry

Others on the committee:

2003	Rick Niswander	Business
2003	Bob Hanrahan	Medicine
2003	Katie Walsh	Health and Human Performance
2004	Linda Mayne	Nursing
2004	Patricia Clark	Theatre and Dance

Unit Code Screening
(no specifications)

Term	Nominees	
2005	Ken MacLeod	Business
2005	Richard Pozzuto	Social Work and Criminal Justice

Others on the committee:

2003	Ralph Scott	Academic Library Services
2003	Greg Lapicki	Physics
2003	Kyle Summers	Biology
2004	Jen-Jar Lin	Medicine
2004	Garris Conner	Nursing

**Faculty Senate Agenda
April 30, 2002
Attachment 2. (continued)**

University Curriculum
(no specifications)

Term	Nominees	
2005	Ron Graziani	Art
2005	Elizabeth Smith	Academic Library Services
2005	Timothy D Hudson	Mathematics
2005	Linda Godbold	Computer Sciences

Others on the committee:

2003	Dale Knickerbocker	Foreign Languages
2003	David Batie	Industry and Technology
2003	Monica Hough	Allied Health Sciences

Thomas Skalko, HHP

ADMINISTRATIVE COMMITTEES
(3 year terms unless otherwise noted)

Service on an administrative committee is limited to election to two consecutive 3-year terms with ineligibility for reelection to the same committee for at least one year.

Citation Appeals
(1 year term)

Term	Nominees	
2003	Thomas H. Allen	Communication and Broadcasting
2003	Randy Joyner	Educational Leadership
2003	Jane Painter	Allied Health Sciences
2003	Dave Bjorkman	Chemistry

Faculty and Staff Benefits
(no specifications)

Term	Nominee	
2005	Beth Winstead	Health Sciences Library

Academic Library Services

Others on the committee:

2003	Monica Hough	Allied Health Sciences
2004	Cynthia Bickley-Green	Art

Parking and Transportation
(no specifications)

Term	Nominees	
2005	Gil Leebrick	Art
2005	Catherine Rigsby	Geology

Others on the committee:

2003	John Cope	Psychology
2004	John Bradley	Business

David Bjorkman, Chemistry

Research Ethics Review
(no specifications)

Term	Nominee	
2005	Charles Hodson	Medicine

Others on the committee:

2003	Nancy Stephenson	Nursing
2004	Laura McArthur	Human Environmental Science

**Faculty Senate Agenda
April 30, 2002
Attachment 2. (continued)**

University Athletic
(no specifications)

<u>Term</u>	<u>Nominees</u>	
2005	Linda Godbold	Communications and Broadcasting
2005	John Reisch	Accounting

Others on the committee:

2003	Paul Alston	Allied Health Sciences
2004	Alta Andrews	Nursing
2004	Dennis Chestnut	Psychology

University Award
(1 year term)

<u>Term</u>	<u>Nominee</u>	
2003	Michael Schinasi	Foreign Language

BOARD OF TRUSTEES COMMITTEE
(3 year terms)

Honorary Degrees, Awards, and Distinctions
(no specifications)

<u>Term</u>	<u>Nominees</u>	
2005	Seodial Deena	English
2005	Andrew Stewart	Allied Health Sciences

Others on the Committee:

2003	Linda Allred	Psychology
2003	Tom Raedeke	Health and Human Performance
2004	Nancy Shires	Academic Library Services

STUDENT LIFE COMMITTEE
(3 year terms)

Academic Integrity
(no specifications)

<u>Term</u>	<u>Nominee</u>	
2005	Richard Pozzuto	Social Work and Criminal Justice

Others on the committee:

2003	Christine Hutchins	English	
2003	Bryna Coonin	Academic Library Services	
2004	Saeed Dar	Medicine	
2003	Said Said	Mathematics	Alternate
2003	Anne Dickerson	Allied Health Sciences	Alternate
2004	Susan Gardner	Academic Library Services	Alternate
2004	Britton Theurer	Music	Alternate

APPELLATE COMMITTEES
 (3 year terms unless otherwise noted)

Due Process

(full-time, permanently tenured voting faculty member holding no administrative title and members can not be elected concurrently to the Faculty Governance Committee.)

<u>Term</u>	<u>Nominees</u>		
2005	Britton Theurer	Music	
2005	Greg Lapicki	Physics	
2005	Thomas Allen	Communication and Broadcasting	Alternate

Others on the committee:

2003	Ralph Scott	Academic Library Services	
2003	Dan Schisler	Business	
2004	Rick Taylor	English	
2003	Patricia Anderson	Education	Alternate
2003	James O Smith	Business	Alternate
2004	Dorothea Handron	Nursing	Alternate
2004	Jeanette Dolezal	Medicine	Alternate

Faculty Grievance

(8 members and 2 alternates, each of whom is a full-time voting faculty member without administrative appointment, with representation from each professorial rank and members can not be elected concurrently to the Faculty Governance Committee.)

<u>Term</u>	<u>Nominees</u>		
2005	Cathy Hall	Psychology	
2005	Myra Brown	Allied Health Sciences	
2005	Chris Ulfers	Music	
2004	Michael Schinasi	Foreign Language	Alternate
2005	Hanna Jubran	Art	Alternate

Others on the committee:

2003	Donald Fletcher	Medicine	
2003	Christine Hutchins	English	
2003	Joe Ciechalski	Education	
2004	Gene Hughes	Business	
2004	Bertus Ferreira	Social Work and Criminal Justice	

Faculty Senate Agenda
April 30, 2002
Attachment 2. (continued)

Grievance Board

(permanently tenured voting faculty member holding no administrative title;
 members of the board whose terms have expired are ineligible for membership
 on the board for a period of three years after the expiration of their terms;
 members can not be elected concurrently to the Faculty Governance Committee.)

<u>Term</u>	<u>Nominees</u>		
2005	Marcella Ruiz-Fuenes	Foreign Language	
2005	Andrew Stuart	Allied Health Sciences	
2005	Patricia Anderson	Education	
2005	Tinsley Yarbrough	Political Science	
2005	Alexandra Shlapentokh	Math	Alternate
2005	Mary Kirkpatrick	Nursing	Alternate

Others on the committee:

2003	Charles Hodson	Medicine	
2003	Dennis Chestnut	Psychology	
2003	Richard Bloch	Medicine	
2003	Susan McCammon	Psychology	Alternate
2003	Terri Woods	Geology	Alternate
2003	Ken Wilburn	History	Alternate

Hearing

(full-time, permanently tenured voting faculty member holding no administrative title and
 members can not be elected concurrently to the Faculty Governance Committee.)

<u>Term</u>	<u>Nominees</u>		
2005	Belinda Lee	Nursing	
2005	Art Rodriguez	Chemistry	
2005	Jack Karns	Business	Alternate
2005	Boni Boswell	Health and Human Performance	Alternate

Others on the committee:

2003	Pat Dunn	Health and Human Performance	
2004	Timothy Hudson	Mathematics	
2004	Saeed Dar	Medicine	
2003	Beth Winstead	Academic Library Services	Alternate
2003	Stephen Willis	Medicine	Alternate
2004	George Williams	Education	Alternate

Reconsideration

(full-time, permanently tenured voting faculty member holding no administrative title and
 members can not be elected concurrently to the Faculty Governance Committee.)

<u>Term</u>	<u>Nominees</u>		
2005	Paul Gemperline	Chemistry	
2005	Marie Farr	English	
2005	Donald Neal	Geology	Alternate
2005	Linda Mooney	Sociology	Alternate

Others on the committee:

2003	Monica Hough	Allied Health Sciences	
2004	James McKernan	Education	
2004	Sylvia Brown	Nursing	
2003	Samuel Atkinson	Medicine	Alternate
2003	Punam Madhok	Art	Alternate
2004	Nancy Shires	Academic Library Services	Alternate

STUDENT UNION COMMITTEES
(no specifications, 1 year terms)

Barefoot

<u>Term</u>	<u>Nominees</u>	
2003	Carolyn Willis	Academic Library Services
2003	Roger Russell	Health Sciences Library

Cultural Awareness

<u>Term</u>	<u>Nominees</u>	
2003	Mario Rey	Music
2003	Sharon Ballard	Human Environmental Sciences

Films

<u>Term</u>	<u>Nominees</u>	
2003	Karen Sullivan	Allied Health Sciences
2003	Ralph Scott	Academic Library Services

Marketing

<u>Term</u>	<u>Nominees</u>	
2003	Elizabeth Smith	Academic Library Services
2003	Clark Nall	Academic Library Services

Popular Entertainment

<u>Term</u>	<u>Nominee</u>	
2003	Britton Theurer	Music

Spectrum

<u>Term</u>	<u>Nominees</u>	
2003	David Bjorkman	Chemistry
2003	Ronda L. Spence	Medicine

Visual Arts

<u>Term</u>	<u>Nominees</u>	
2003	Hanna Jubran	Art
2003	Gil Leebrick	Art

ELECTION OF COMMITTEE ON COMMITTEES MEMBERS
(no specifications, 2 year terms)

Terms expiring:

2002	Donald Neal	Geology
2002	Mark Taggart	Music
2002	Gene Tranbarger	Nursing

Others on the committee:

2003	Richard Miller	Philosophy
2003	Ralph Scott	Academic Library Services
2003	Henry Ferrell	History

ELECTION OF AGENDA COMMITTEE MEMBERS
(no specifications, 1 year terms)

Terms expiring:

2002	Rick Niswander	Business
2002	John Cope	Psychology
2002	David Pravica	Mathematics
2002	Mark Taggart	Music
2002	Purificacion Martinez	Foreign Languages

TELLERS' RESPONSIBILITY

Voting by ballot is used when secrecy of the members' votes is desired. Tellers collect and count the ballots, and report the vote. Tellers are chosen for accuracy and dependability from among the elected Alternates to the Faculty Senate.

When the balloting is completed, the Chair of the Faculty will direct the Tellers to collect the ballots. The Tellers' responsibility is to see that no one votes more than once. When everyone appears to have voted, the Chair of the Faculty inquires, "Have all voted who wish to?" If there is no response, the Chair says, "If no one else wishes to vote, the polls are closed." He/she will then discharge the Tellers to leave the room and begin counting the votes.

If in unfolding the ballots it is found that two or more ballots are folded together, they are recorded as illegal votes, that is each set of ballots folded together is reported as an illegal vote and is not credited. A blank ballot folded with one that is properly filled out is ignored. If a member leaves one or more of the choices blank on a ballot the blank spaces in no way affect the validity of the spaces he/she has filled. If on the other hand, if he/she votes for too many candidates for a given office, that ballot is illegal. Small technical errors or misspelling does not make a ballot illegal if the meaning of the ballot is clear. Unintelligible ballots are treated as illegal ballots. All illegal votes of the type described above are taken into account in determining the number of votes cast for the purpose of computing a majority.

Once all ballots are tabulated, the Tellers' Report is completed and read by the Chair of the Faculty. Ballots should be turned in to the Secretary who will destroy them after the meeting.

Instructions for completing the Tellers' Report

1. Ballot # is the number of times ballots have been counted for the same election. (A)
2. # of Ballot Sheets Received is the actual number of ballots picked up from the group. (B)
3. # of Votes Necessary for Majority Vote is one-half plus one of the # of Ballot Sheets Received (C)

EXAMPLE

Ballot # 1 (A)

ELECTION FOR: NOMINATING COMMITTEE FOR FACULTY OFFICERS

of Ballot Sheets Received 60 (B) (Please note that no more than 63 ballots can be received for an election.)

of Votes Necessary for Majority Vote 31 (C) (1/2 plus 1 of the # of Ballot Sheets Received)

<u>Nominees</u>	<u># of Votes</u>
<u>xxxxx</u>	<u>32 (Winner)</u>
<u>xxxxx</u>	<u>19</u>
<u>xxxxx</u>	<u>8</u>
illegal ballots	<u>1</u>