COMMITTEE ON NOMINATIONS AND ELECTIONS

I. Membership. Seven members of the teaching faculty, no more than four of whom shall be from a single College, School or Division. The members of the Committee on Nominations and Elections shall be nominated annually viva voce from the floor of the April Faculty meeting together with any others whose names may be handed to the Secretary of the Faculty, UW--M, supported by three sponsors. The election shall take place immediately thereafter by secret ballot and those seven receiving the highest number of votes shall be declared elected. Five tellers for this election shall be nominated and elected viva voce from among those present at the April Faculty meeting.

II. Functions. The Committee on Nominations and Elections shall be responsible for the execution of the rules and procedures for nominations and elections prescribed by the Faculty and shall also act as a Committee on Committees to advise the Provost as to the personnel of Faculty committees whose members are to be appointed by the Provost.

III. Procedures.

A. The Committee on Nominations and Elections shall circulate the Faculty with a questionnaire immediately following the April Faculty meeting, which questionnaire shall show the names of all Faculty committees and shall request Faculty members to indicate first, second and third choices of such committees, as the Faculty shall choose to elect, on which they are willing to serve, if elected.

B. The Committee shall then prepare a slate of nominees which shall be distributed by the Secretary of the Faculty, UW--M to all Faculty members with the calendar for the May faculty meeting. The ballot shall, as a general rule, contain at least two names for each place to be filled.

C. Consideration of the slate shall be the first order of business at the May Faculty meeting, at which time additional nominations may be made from the floor.

D. After the report of the Committee at the May Faculty meeting and opportunity has been given for nominations from the floor, the Committee shall prepare official ballots and mail one to each Faculty member, indicating the deadline for receipt of the ballot by the chairman of the Committee.

E. The Committee shall tabulate the ballots and announce the results within a week after receipt of the ballots.

IV. Miscellaneous.

A. Eligibility to Vote. All persons on full time Faculty appointments made by the University of Wisconsin Board of Regents to the Faculty of the University of Wisconsin--Milwaukee shall be eligible to make nominations and vote in committee elections.

B. Ineligibility to Serve. A Faculty committee which is to advise, consider policy for, or direct any non-teaching activity of the University of Wisconsin--Milwaukee shall not have among its elective members any member of the staff of that activity.

C. Ex-Officio Committee Members. Ex-officio members of Faculty committees shall not be eligible for nomination and election as officers of such committees and they shall not vote.
D. Provost. The Provost shall be ex-officio a member of all Faculty committees, except the University Committee--Milwaukee. In the absence of the Provost, the Vice-Provost may so serve.

E. Activation of Committees. Within one week after announcement of election results, the nominee who shall have been notified by the Committee on Nominations and Elections that he has received the highest vote for each committee shall act as temporary chairman and shall call an organizational meeting of the committee. The committee shall then assemble and elect a chairman and secretary and any other necessary officers and notify the Secretary of the Faculty, UW--M immediately of the names of officers of the committee.

F. Minutes. Each Faculty committee shall keep minutes of its proceedings and actions, except as otherwise provided, and shall annually or oftener, make reports to the Faculty and shall transfer such committee minutes and files to subsequently elected committees. The University Committee--Milwaukee and the Committee on Nominations and Elections shall keep minutes of such parts of their activities as they deem wise except as otherwise directed by the Faculty. Copies of minutes of all committees shall be filed with the Secretary of the Faculty, UW--M.

G. Tenure. The tenure of office of a committee shall be from September 1 to August 31. During summer sessions, members of newly-elected committees as are available shall serve.

H. Vacancies. The Faculty member who at the election of the committee received the next highest number of votes, shall be declared elected to fill a vacancy on elective committees.

I. Newly-Created Committees. When the UW--M Faculty creates a new committee, nominations shall be made from the floor of the Faculty meeting. The Secretary of the Faculty, UW--M shall prepare, mail, receive, and tabulate official ballots, and shall announce results of the election.