

Subject: Voting  
Policy Number: V20  
Date: April 17, 2015  
Reviewed:

#### POLICY:

All full-time faculty, who are not degree candidates in the unit, including tenured, tenure-track, instructors, visiting faculty, and any other terms used for full-time faculty status may vote on all school-wide matters including curriculum, leadership, representation by the school, awards and elected committee membership. Only tenure-track faculty may vote on tenure and promotion matters.

#### PROCEDURE:

Unless specified below, all decisions on motions shall be determined by a simple majority vote of the eligible faculty present at a regularly scheduled faculty meeting, specially called faculty meeting or sub-committee meeting (e.g., Curriculum Committee).

A vote of “abstention” or “present” shall be accepted as a legitimate vote but will not be counted in passage or rejection of motions presented to the faculty. For example, a vote of 10 votes in favor, six votes opposed and five abstention or present votes shall mean that the motion passes.

Absentee or proxy votes may be counted in determining the outcome of motions to the faculty. However, to be counted, an absentee or proxy ballot must be in written form, signed by the absentee voter (unsigned email is specifically disallowed) and in favor either of accepting or rejecting a specific, written motion presented to the faculty or to accept or reject a motion from a faculty committee as originally presented to the faculty.

Absentee or proxy votes for or against a motion subsequently amended by the faculty in a faculty meeting, or that state that the absentee ballot may be cast based on the judgment of a faculty member presenting the absentee ballot, are specifically disallowed.

Absentee or proxy votes will not count toward the determination of whether a quorum is present at a faculty meeting.

Approved 17 April 2015