

## **SAC Elections Committee 2009-10**

**Robin G. Kramer, Chair**

**Attendees:** Anita Gupta, Robin G. Kramer, Rick Kramer, Juliet Peterson, Jim Prince, Diane Weitzen, Elizabeth Woyczynski. Guests: Kathleen O'Linn and Kurt Frethold

**Meeting Tuesday, April 20, 2010 Crawford 209, 12:30-1:30pm**

### **Officer Elections**

The first half hour of meeting was a discussion about the election process with the SAC Chair and Vice Chair .. Chair Kathy O'Linn notified the Election Committee regarding phone calls she received from a couple members regarding concerns on the current online election process for officers. The callers were concerned about adherence to the Constitution to use paper ballots and that ballots "should be submitted by mail" which in their interpretation means university courier mail. There was discussion on the definition of "mail" and how it could also include email as is the case with the Faculty Senates' constitution.

Robin informed the Chair Kathy that she had sent emails to all SAC voting members that elections will be held via electronic mail and that the Election Committee did not receive rejection to this process. There so far had been a 40% return on the electronic ballot. The Steering Committee and Executive Board were informed at the last Steering Committee meeting and again this was stated at the General Council Meeting April 2nd regarding the electronic election process and no disagreements or rejections took place.

Chair Kathy informed the Election Committee that the Executive Board decided to adhere to their interpretation of the Constitution, which specifies that paper ballots be used and mailed via campus mail for this Officer election with further discussion to be conducted by the entire Council prior to the upcoming General Election. SAC Chair and Vice Chair decided that the Election Committee should follow these guidelines to adhere to the constitution. Therefore, the online voting process was halted.

The Election Committee agreed to send paper ballots to all 62 members. Robin had already printed the ballots on colored paper and applied numeric control numbers. Envelopes were provided by Kathy, labels were printed by Anita & Robin to be used by the Election Committee to work on getting the ballots out today.

The second half hour of the meeting was spent preparing the ballots for distribution. Election Committee members completed the process and the ballots were mailed via campus mail immediately following the conclusion of the meeting. These were sent to all 62 current eligible SAC representatives via university courier. Robin, Committee Chair followed up with an email of explanation to the voting members (copy attached).

At the next Council meeting, an amendment to the Constitution will be discussed regarding the voting process. Additionally, the mechanism will be decided upon, whether to use "Survey Monkey" or "Filer" for electronic voting.

Meeting adjourned at 1:30 pm.

**The next meeting is May 18, 3:00 pm, in room 209 Crawford.**

### **SAC Elections Committee Members:**

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**From:** Robin G. Kramer [mailto:[robin.kramer@case.edu](mailto:robin.kramer@case.edu)]

**Sent:** Tuesday, April 20, 2010 3:15 PM

**To:** [rgk@case.edu](mailto:rgk@case.edu)

**Subject:** URGENT SAC OFFICER ELECTION INFORMATION

**Importance:** High

To All SAC Voting Representatives;

There has been an adaptation in the voting process for the 2010 SAC Officer Election. This will be to completely comply with the directives of the SAC Constitution for voting as interpreted by the SAC Executive Board. It is necessary to conduct this election by paper ballot as had been the practice prior to electronic on-line voting. To preserve the integrity of the voting process it has been determined that the filer system, where you were previously instructed to cast your ballot, be shut down and any votes that have already been cast, should be re-submitted in the paper form. It is with our sincere apologies to you for this inconvenience.

We take this election very seriously as we hope you will, by returning your ballot immediately. You will receive via campus mail or courier a blue confidential envelope containing a green colored ballot with a red numeric control number and a return envelope. If you do not receive your ballot by April 30<sup>th</sup> please notify me by email: [rgk@case.edu](mailto:rgk@case.edu).

As stated on the ballot:

"The handwritten control number present on the ballot is intended for audit purposes only and cannot be used to link ballots to specific employees. "

"This ballot must be returned in the envelope provided and must be received no later than **5pm May 10, 2010**. Returned ballots will be date & time stamped for verification."

I personally encourage/recommend you return your ballot via campus courier mail drop boxes - this will ensure speedy delivery. Roger comes to my building at least 3 times daily. There is also a brown box directly outside the entrance of the BioEnterprise building at 11000 Cedar Ave. marked Controller's Office if you would like to hand deliver your sealed ballot (still using the envelope provided). It is easily accessible by car. Call me if you'd like further details about this mailbox at 368-5942.

All candidates will be informed of the election results by email. A brunch orientation for new council members will be in September 2010.

Please address any questions or concerns to either the SAC Election Committee Co Chairs: Robin Kramer ([rgk@case.edu](mailto:rgk@case.edu)) or Jim Prince ([jim.prince@case.edu](mailto:jim.prince@case.edu)) **-OR-** the SAC Executive Board: Kathy O'Linn ([kco@case.edu](mailto:kco@case.edu)) SAC Chair, Kurt Fretthold ([krf@case.edu](mailto:krf@case.edu)) SAC Vice-Chair, Beth Fuller ([e.murray@case.edu](mailto:e.murray@case.edu))

SAC Past Chair, Jackie Charvat ([jmc31@case.edu](mailto:jmc31@case.edu)) SAC Secretary

*As always, thank you for your interest & continued support of the Staff Advisory Council- -rgk  
Robin G. Kramer, Sr. Effort Reporting Specialist ([rgk@case.edu](mailto:rgk@case.edu))*

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*Co-Chair, SAC Staff Recognition Committee 2007-2011*

*Chair, SAC Elections Committee 2003-2005 2007-2011*

*Chair, Staff Advisory Council (SAC) 2003-2005*

*SAC Secretary (Executive Board) 2000-2002*

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