2017 STAFF SENATE ELECTION GUIDELINES

Term: July 1, 2017 through June 30, 2020
Staff Senate Website – http://www.uky.edu/staffsenate

ELIGIBILITY
To be eligible for the Staff Senate you must be a regular, full time staff member (FTE of 0.75 or greater) with at least one year of continuous service by April 1, 2017.

Requirements of Senators (3 Year Term)
1. Monthly Senate Meeting (2nd Thursday of each month)
2. Monthly Committee Meeting (as needed by your assigned committee)
3. Participation in other various events based on availability

NOMINATIONS
The nomination period runs from April 3-28, 2017. All prospective candidates must self-nominate by completing the following requirements.

NOMINATION REQUIREMENTS

1. **Obtain the Nomination Form**
The nomination form can be obtained through any of the following options:

   - **Staff Senate Website** – Both an electronic and printable version are available;
   - **Staff Senate Office** – The Staff Senate Office is located in Room 203D of the Main Building.
     You may also contact
     - Brittany Begley, Staff Senate Program Coordinator at (859) 257-9242 or BrittanyBegley@uky.edu
     - Mike Adams, Election Chair at (859)257-8898 or Michael.Adams@uky.edu
   - **Any Senator** – All staff senators have access to the form.

2. **Submit Platform Statement**
In addition to the nominator form, you must also submit a platform statement of no more than 100 words, describing your history with the university and goals, if elected.

3. **Submission Instructions**
The nomination form and platform statement must be submitted VIA HAND DELIVERY OR EMAIL TO THE OFFICE COORDINATOR AT THE FOLLOWING ADDRESS.

   **Brittany Begley**
   **UK Staff Senate Program Coordinator**
   203D Main Building
   Lexington, KY 40506-0032
   (859) 257-9242 – office
   (859) 257-9240- fax
   BrittanyBegley@uky.edu

   Nominations must be received no later than 4:30 p.m. EST on April 28, 2017, to be reviewed for eligibility.

CAMPAIGNING
You may begin to campaign for office following an e-mail verification of eligibility from the Staff Senate confirming receipt of all required materials. Platform statements will be available on the Staff Senate Website beginning May 8, 2017.

TIMELINE
- **Nomination Period** – April 3-28, 2017
- **Elections** – May 8 – 26, 2017
- **Election Results** – Announced via UKNow June 5, 2017