

Election Policy Statement

UVM Staff Council

Each Unit¹ of the University shall elect one or more representative(s) from its eligible staff to the Staff Council. The chart below shows the number of representatives each Unit shall elect, based on the number of eligible staff within that Unit.

Units/Divisions with this number of eligible Staff	Shall elect this number of Council Representatives
1 - 99	1
100 - 149	2
150 - 199	3
200 – 249	4
250 – 299	5
300 – 349	6
350 – 399	7
400 – 449	8
450 – 499	9
500 – 549	10
550 – 599	11
600 – 649	12
650 – 699	13
700 – 749	14

Any Department² with 100 eligible staff or more **MUST** elect one representative. Additionally, any Department with **200** eligible staff or more **MAY** elect a second [additional] representative. (NOTE: the additional Department representative[s] are above and beyond the regular allotment for that particular Unit. If a Department chooses not to elect an additional representative, that Department cannot offer its unfilled position to another Department.)

All eligible staff members must be provided an opportunity to run for election to the Staff Council as elected representatives. The elections shall be conducted either online through the Staff Council office, or by secret ballots distributed to all eligible staff members within a Division. At least five business days shall be allowed for receipt of marked ballots.

¹ “Unit/Division,” and so throughout the document. [Some areas use “Division” to refer to a Unit.]

² “Department/Service Group,” and so throughout the document. [Some areas use “Service Group” to refer to a Department.]

Details of upcoming elections will be communicated by the Staff Council Office. The specifics of how each election will be handled must be communicated by each Division to their personnel a minimum of seven days before the start of the election, in accordance with the timeline provided by the Staff Council Office.

Qualifications for Staff Council representatives are listed in the Staff Council Bylaws. Staff who are members of collective bargaining units may serve in elected positions on Staff Council on the following committees: Communication, Internal Affairs, Recreation, Rules and Election. Questions about qualifications—or about anything to do with the elections—may be addressed to the Staff Council Office.

UVM staff whose salaries are funded by grants may serve as Staff Council representatives if they are willing to volunteer their time outside of their grant-funded hours.

Appendix I.

Units/Divisions within the University of Vermont:

1. Division of Finance and Enterprise Services
2. College of Agriculture and Life Sciences
3. Extension
4. College of Arts and Sciences
5. School of Business Administration
6. Continuing Education
7. College of Education and Social Services
8. College of Engineering and Mathematical Sciences
9. Rubenstein School of Environment and Natural Resources
10. College of Medicine
11. College of Nursing and Health Sciences
12. Libraries and Learning Resources
13. Enrollment Management
14. Student and Campus Life
15. Development and Alumni Relations
16. Research and Graduate Studies
17. President's and Provost's Office / Diversity and Equity / General Counsel / VT State, Federal & Community Relations / Institutional Studies / Fleming Museum / University Transportation Center / Faculty Senate / Cultural Pluralism and Racial Equity / Military Studies / Audit Services / Institution Risk Management / Multicultural Affairs / EPSCoR

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Revisions: