

## **CORNELL UNIVERSITY LIBRARY**

Procedure #18

Approved February 27, 2023

### FACULTY SENATE ELECTION PROCEDURES AND SENATOR EXPECTATIONS

1. The Library has one seat on the Faculty Senate. The Academic Assembly will manage the process of selecting the individual to fill this seat, plus an alternate, and will do so through direct election.
2. [University Voting Rights](#) define who may serve as a Representative. Only RTE\* faculty are eligible. This includes librarians, archivists, associate librarians, associate archivists, and similar positions at the full or associate rank.
3. The primary Senator and the alternate Senator will each serve a term of three years, to commence on July 1, and will be elected at the same time, except when a special election is required to fill a vacated position. Elections will occur by May 31, or when a special election is necessary.
4. Only members of the Academic Assembly are eligible to vote for the primary and alternate Senators.
5. The alternate Senator may vote at Senate meetings if the primary Senator cannot attend. No other individuals may vote in lieu of the primary Senator.
6. If the primary Senator departs CUL before their term expires, or if the primary Senator resigns their position on the Faculty Senate, the alternate will fill the role and remaining term of the primary Senator. A special election will be held to find a new alternate. If the alternate departs CUL before their term expires, a special election will be held to find a new alternate Senator.
7. The primary Senator will be accountable to the full Academic Assembly, and is expected to keep the Academic Assembly informed of the Faculty Senate's activities.
  - a. The primary Senator shall regularly attend Faculty Senate meetings, or arrange to send the alternate Senator.
  - b. The primary Senator will provide a report on the Senate's activities at each regularly scheduled Academic Assembly meeting.
  - c. The primary Senator is expected to regularly communicate important issues to the Academic Assembly through email or other means between Academic Assembly meetings.
8. In addition to the one senate seat for academic librarians and archivists, RTE\* Faculty can choose to run for an at-large senate seat. If elected, these individuals do not fall under the same requirements to report to the Academic Assembly, though they are strongly encouraged that they do so if elected. Individuals elected in this manner are not considered ex-officio members of AASC.
9. Any member of the University Faculty or the RTE Faculty is welcome to attend a Senate meeting and speak, but only elected senators can vote.