



**GRADUATE & PROFESSIONAL  
STUDENT SENATE**

# **ELECTIONS GUIDE**

**FOR 2017-2018**

**OFFICER ELECTIONS**

**DISTRIBUTED BY THE 2017 GPSS ELECTIONS  
COMMITTEE**

# BECOME A GPSS OFFICER!

Thank you for your interest in a GPSS officer position. Serving fellow students is a significant responsibility, and working to represent the needs and demands of graduate and professional programs at the University of Washington is an extremely rewarding endeavor.

## THE ELECTIONS GUIDE

This guide was prepared by the Elections Committee and serves to assist you in developing your campaign. Running for an officer position in the GPSS is designed to be as efficient as possible and requires very little of your time and money. Most candidates limit their campaigns to the candidate materials posted on the GPSS website and a speech at the election meeting, although candidates are free to do more.

The GPSS Elections Committee is charged with creating, implementing, and monitoring the election procedures to ensure that this process is fair for all participants. These GPSS Elections Rules are derived from the GPSS Constitution and Bylaws. If any material in this packet conflicts with the GPSS Constitution or Bylaws, the Constitution and Bylaws prevail.

## OVERVIEW

The GPSS, comprising approximately 130 registered Senators from a vast array of programs, is an advocacy organization dedicated to improving graduate and professional student life at the University of Washington. The Senate works to maintain academic freedom for graduate and professional students, improve the quality of graduate instruction, develop and strengthen the University's diversity programs, maintain graduate and professional student representation through appointments to University committees, and ensure that quality student services are maintained at the UW.

The GPSS officers set the organization's goals, implement Senate directives, communicate goals and actions to the University and students, and report on progress toward achieving these directives. To that end, the GPSS Officers hold regular meetings of the Senate, a forum for graduate and professional students to voice their concerns and give direction to the GPSS. GPSS officers are accountable for managing a budget of over \$500,000 and ensuring GPSS representation on over 70 University committees. The GPSS officers also provide a critical link connecting students, administrators, faculty, community, state legislature, Congress, and state and national associations such as WSA and SAGE.

To ensure that all officers have the capacity to complete these responsibilities, each position is compensated for working 19.5 hours a week for the entire year, starting in June. Officers earn a wage equivalent to the salary of a TA or RA, receive graduate appointment health insurance, and their tuition is paid by the GPSS. Due to the significant obligations of the positions, officers may not concurrently hold a TA/RA appointment.

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## § 1.1: ELECTIONS COMMITTEE

The Elections Committee plans and orchestrates the annual GPSS Officer Elections. The Elections Committee consists of the following current Senators:

Asad Haris (Chair) (Biostatistics) [aharis@uw.edu](mailto:aharis@uw.edu)

Michelle Brault (Molecular and Cellular Biology) [mrb318@uw.edu](mailto:mrb318@uw.edu)

Jared Rowe (Jackson School) [jaredr7@uw.edu](mailto:jaredr7@uw.edu)

Julian Helmer (Information Sciences) [jjhelmer@uw.edu](mailto:jjhelmer@uw.edu)

Erika Keim (Environmental & Occupational Health Sciences) [ekeim@uw.edu](mailto:ekeim@uw.edu)

The purpose of the Elections Committee is to ensure a fair process for all participants. Please submit all questions or concerns about the elections process to the Elections Committee Chair. Please do NOT contact the GPSS Office regarding elections procedures; you will be referred to the Elections Committee.

## § 1.2: INDEPENDENT WITNESSES

To ensure complete fairness for all candidates participating in the elections process, the GPSS enlists independent witnesses. For the 2017-2018 GPSS Officer Elections, the independent witnesses will be:

- Rene Singleton, SAO advisor
- Phil Hunt, SAO advisor
- Christina Coop, SAO advisor

Challenges to the impartiality of the witnesses must be submitted in writing to the Judicial Committee at least 48 hours before the Elections Meeting. To contact the Judicial Committee, communicate with GPSS Secretary, Randy Siebert, at [gpssec@uw.edu](mailto:gpssec@uw.edu).

## § 2.1: GENERAL RECOMMENDATIONS

Read the entire Elections Guide, paying particular attention to the GPSS Elections Rules.

Familiarize yourself with the GPSS current and past agenda, the GPSS Constitution, Bylaws, Memoranda, and Resolutions. All of these materials are available in the GPSS website (<http://depts.washington.edu/gpss/>) under the *About GPSS* section.

Attend at least *three* GPSS meetings during the 2016-2017 academic year. Upcoming qualifying meetings are as follows:

- **Senate Meetings:** April 19, May 3; 5:30 p.m., HUB 332.
- **Executive Committee:** April 26, May 10; 5:30 p.m., HUB 303.
- **Finance and Budget Committee:** Twice per month to once a week depending on workload, 4:00 p.m., Thursdays, HUB 314; contact [gpsstres@uw.edu](mailto:gpsstres@uw.edu).
- **Judicial Committee:** Scheduled as needed; contact [gpssec@uw.edu](mailto:gpssec@uw.edu).

Talk with the current officers about the position you are interested in. The current officers are:

- **President:** Soh Yeun (Elloise) Kim; gpsspres@uw.edu
- **Vice President of Internal Affairs:** Sarah Loeffler; gpssvpin@uw.edu
- **Vice President of External Affairs:** James Moschella; gpssvpex@uw.edu
- **Treasurer:** Michaella Roberts; gpsstres@uw.edu
- **Secretary:** Randy Siebert; gpsssec@uw.edu

## **§ 2.2: KEY DATES & DEADLINES**

### **Monday, May 8, 2017, 5:30 p.m.**

Last day to file a nomination to the Elections Committee Chair and have a candidate's materials published on the GPSS website.

Candidates must declare which office they are running for at this time and certify that they meet the qualifications to run.

Late nominations are accepted up to and including the day of the election, but materials will not be posted to the website if received later than this day.

### **Tuesday, May 9, 2017, 5:30 p.m.**

Officer candidates' information will be posted to GPSS website and emailed to Senators.

### **Monday, May 15, 2017**

Absentee ballot will be made available online by the GPSS Elections Committee.

### **Monday, May 15, 2017, 5:30 p.m.**

Last day to file challenges to the impartiality of the independent witnesses.

### **Wednesday, May 17, 2017, 2:30 p.m. in HUB 332**

Electronic absentee ballots due and paper absentee ballots become available in GPSS office.

### **Wednesday, May 17, 2017, 5:30 p.m. in HUB 332**

#### **GPSS 2017-2018 Officer Elections**

Paper absentee ballots due to the GPSS office.

All candidates must attend this meeting. Candidates will be given time to speak (recommended 2 - 5 minutes).

The election result will be announced before the meeting is adjourned.

### **Friday, May 19, 2017, 5:30p.m.**

Last day to file challenges to the election.

Challenges to the election must occur within 48 hours of the election meeting. All challenges must be submitted to the Elections Committee Chair in a written form (including an email).

Complaints will initially be adjudicated by the Elections Committee, and if necessary, by the Judicial Committee as per the GPSS Bylaws.

### **§ 3.1: DUTIES OF THE OFFICERS**

The GPSS Bylaws, Article V, Section B, outline the general duties of all officers. All the officers are responsible for setting GPSS goals and implementing specific actions based on the directives of the GPSS and the Executive Committee. Officers communicate these directives, goals, and actions to the graduate and professional student body, University administrators, University faculty, and the community at large. Officers make reports to the Executive Committee and the Senate on progress made toward achieving these directives. A year-end summary report is presented to the Senate. Officers meet with each other on a weekly basis to keep current on the status of GPSS projects.

All officers are paid to work 19.5 hours per week with a minimum of 8 hours in the office (4 hours for the President) between the standard business hours of 8:00 a.m. and 8:00 p.m., Monday through Friday. The remaining hours may be spent attending meetings and holding appointments outside of the office. The office hours requirement does not apply to the Vice President of External Affairs during the months in which the State Legislature is in session.

Officers may not hold any other Graduate Student Service Appointment (herein referred to as a GSSA) while in office. The GPSS Officers serve a 12-month term, which begins June 22, 2017 and continues until the end of the 2018 Spring Quarter. While being available to work during the Summer Quarter is strongly recommended, exceptions have been granted (see existing officers for details). It is strongly encouraged that newly elected officers meet with the existing officers before the newly elected officers officially begin to ensure a smooth transfer of responsibilities.

There is no limit on the number of terms a registered graduate or professional student may serve. All GPSS officers must attend an orientation by the GPSS advisors, held during the first month of their term. Additionally, the GPSS Bylaws outline the specific duties of each officer.

### **§ 3.2: PRESIDENT**

**Overview of the Role within the Organization:** The GPSS President is the Chief Executive Officer of the Graduate and Professional Student Senate (GPSS), in both internal and external affairs.

#### **Responsibilities:**

- The President serves as the key spokesperson of the organization and representative of the graduate and professional student body, representing GPSS at the highest level of administration in individual meetings, committees and boards at the University of Washington, Seattle.
- Both internally and externally, the President maintains final authority on issues until they can be brought to the attention of the Executive Committee or the GPSS. When immediate action is necessary, the President solicits assistance from the other officers, particularly those whose purview pertains most closely to the issue at hand.

- As a guiding principle, the President shall maintain good relationships with members of the UW Administration, leadership of the local union under which Academic Student Employees (ASEs) are contracted with the university (UAW 4121), and other internal and external entities with the express purpose of representing all graduate and professional students at the University of Washington, and so long as those external ties do not conflict with the President's ability to carry out directives by the GPSS in the form of Senate resolutions.
- The President chairs Executive Committee and Senate meetings.
- The President coordinates and conducts regular meetings with other officers individually and all together.
- The President assists in developing the vision for Husky Sunrise and Sunset in collaboration with the Vice President of Internal Affairs and participates in internal GPSS events and programming when appropriate.
- The President develops a legislative agenda in collaboration with the Vice President of External Affairs and participates in Huskies on the Hill.
- The President appoints graduate and professional students to all GPSS Liaison positions on University committees, councils, boards, commissions, and task forces. Several of the university committees have a natural fit with certain GPSS officers; these positions are listed specifically under each officer's position description. The President works with GPSS officers to ensure that these positions are filled by either the officers themselves or a staff designee.
- The President speaks at UW Commencement Ceremony.

**Staff:** Executive Assistant to the President, Director of University Affairs

**Internal Committees:** All GPSS committees except for Judicial (ex-officio, non-voting).

**University Committees/Affiliations:** Board of Regents (ex-officio), UWAA Board of Trustees (ex-officio), Faculty Senate (voting member), Faculty Senate Executive Committee (ex-officio), Faculty Senate Council on Planning and Budgeting (SCPB, ex-officio), Provost's Advisory Committee for Students (PACS), Graduate School Executive Staff Committee (GSES), University Facilities Committee, and any other campus entity that requests or whose bylaws specify direct involvement of the GPSS President or designee, at the President's discretion.

**External Affiliations:** Washington Student Association (WSA), Board of Directors (non-voting member), Student Advocates for Graduate Education (SAGE, voting member), and any other external entities whose efforts align with the advocacy initiatives of the GPSS in collaboration with the Vice President of External Affairs.

### **§ 3.3: VICE PRESIDENT OF INTERNAL AFFAIRS**

**Overview of the Role within the Organization:** The primary roles of the Vice President of Internal Affairs are: 1) to serve as the deputy to the President on internal affairs and 2) to manage the internal operations of the GPSS 3) to work directly with the Graduate School to support and develop campus partnerships 4) to manage all GPSS events.

**Responsibilities:**

- The Vice President of Internal Affairs assumes the internal duties of the President in the event that the President vacates office.
- The Vice President of Internal Affairs supports the President by responding to the President's requests for filling in as a GPSS representative on campus.
- The Vice President of Internal Affairs maintains oversight of planning and implementation of all GPSS events, socials, and summits (Including but not limited to Husky Sunrise, Husky Sunset, Fall Social, Winter Social, and Spring Social).
- The Vice President of Internal Affairs coordinates and oversees all staff hiring, training, promotion, and schedules, and conducts regular staff meeting, and maintain authority on matters pertaining to personnel and programs within the GPSS office.
- The Vice President of Internal Affairs shall manage all professional development programming, facilitated or co-sponsored GPSS.
- The Vice President of Internal Affairs helps coordinate student feedback surveys and facilitates graduate student representative to help programs coordinate focus group conversations for review committee site visit conducted by the Graduate School Council.
- The Vice President of Internal Affairs represents the GPSS on the Graduate School Council.
- The Vice President of Internal Affairs coordinates senate feedback surveys to improve effectiveness and efficiency of senate meetings.
- The Vice President of Internal Affairs coordinates transition meetings between all incumbent and newly elected officers.

**Staff:** Director of Events, Director of Graduate Student Relations

**Internal Committees:** Executive Committee, Graduate Student Experience Committee (Chair), and Science and Policy Committee (Chair or assign designee). Executive Committee, Federal Legislative Advisory Board (FLAB), and State Legislative Advisory Board (SLAB). ASUW Senate.

**University Committees/Affiliations:** UW Transportation services, U-Pass Advisory Board (voting member) Graduate School Core Programs Student Advisory Board, Graduate School Council (Ex-officio), UW Office of Ceremonies, UW Career Center, UW Counseling Center, Office of the Ombud, UW Faculty Council on Tri-Campus Policy (FCTCP), Tri- Campus Task Force, the HUB Board of Representatives, ASUW Off-Campus Housing Affairs Advisory Committee (or designee), and Task Force for Bias/Discrimination Reporting and Response (or designee).

**Eternal Affiliations:** Washington Student Association (WSA), Student Advocates for Graduate Education (SAGE)

**§ 3.4: VICE PRESIDENT OF EXTERNAL AFFAIRS**

**Overview of the Role within the Organization:** The Vice President of External Affairs serves

as the deputy to the President on external affairs and as the primary representative of GPSS to the state and federal governments.

**Responsibilities:**

- The Vice President of External Affairs advocates for graduate and professional students to the local, state and federal governments, and makes every effort to obtain official positions from the GPSS and/or the Executive Committee on issues being considered by other groups. If no official opinion can be reached, the Vice President consults with the President and either uses discretion in putting forth an opinion, or abstains from commenting until a position can be obtained.
- The Vice President of External Affairs outlines the issues taken up by the GPSS in an annual legislative agenda with advisement from the Federal and State Legislative Advisory Boards and approved by the GPSS each Fall Quarter; this legislative agenda serves as the principal guiding document for advocacy work of the Vice President.
- As the primary legislative advocate for graduate and professional students, the Vice President of External Affairs registers with the state of Washington as a lobbyist for higher education during the legislative session. Additionally, the Vice President of External Affairs works with both internal and external partners on issues in their purview, including representing GPSS on relevant university commissions, committees, and councils.
- The Vice President of External Affairs supports and collaborates with the President on external issues and advocacy efforts, maintains a notable presence in Olympia during the legislative session. They (conduct and attend hearings, meet with legislators, providing testimony when appropriate), and reports to and seeks input from the GPSS on legislative issues.
- The Vice President of External Affairs assumes the external duties of the President in the event that the President vacates office.

**Staff:** Director of Legislative Affairs

**Internal Committees:** Executive Committee, Federal Legislative Advisory Board (FLAB, Chair), and State Legislative Advisory Board (SLAB, Chair).

**University Committees/Affiliations:** ASUW Office of Government Relations, ASUW Legislative Steering Committee, Faculty Senate Legislative Representative, UW Office of External Affairs (City, State, and Federal), UW Impact, and any other entities or individuals whose work pertains to the external affairs of the GPSS.

**External Affiliations:** Washington Student Association (WSA) Board of Directors (voting member), Student Advocates for Graduate Education (SAGE, voting member), Elected and Administrative Officials of the State of Washington, Elected and Administrative Officials of the United States Government, National Association of Graduate and Professional Students (NAGPS), National Science Policy Group (NSPG), Washington State University (WSU) Graduate and Professional Student Association (GPSA), and any other entities whose efforts align with the advocacy initiatives of the GPSS.

### **§ 3.5: TREASURER**

**Overview of the Role within the Organization:** The primary role of the Treasurer is to serve as the Chief Financial Officer for the organization and administer all aspects of the GPSS budget.

#### **Responsibilities:**

- The Treasurer oversees all GPSS expenditures and keeps accurate financial records of spending for all officers and committees in collaboration with the Student Activities Office (SAO) to ensure that the GPSS records match what is reported in the administrative budget.
- The Treasurer administers all funding and transfer requests as described in the GPSS Bylaws. As a general guiding principle, all monetary transactions of the GPSS should be handled, tracked, and monitored through the Treasurer. The Treasurer shall be prepared to respond to any internal or external inquiries regarding the organization's financial status by maintaining accurate records at all times.
- At the first meeting of the academic year, the Treasurer shall present the current budget of the GPSS; quarterly, they shall report on the GPSS' financial status to the Senate and Executive Committee.
- The Treasurer manages the endowment of the GPSS by ensuring that the organization receives dividends from the initial endowment investment.
- The Treasurer ensures that a professional audit of the GPSS budget is conducted each biennium and that audit information is available to senators upon request.
- The Treasurer assists Senators and other graduate students in their application for special, departmental, and travel funds.
- The Treasurer drafts all officers' proposed budgets for each pending fiscal year and facilitates their approval.
- The Treasurer provides a fiscal perspective when needed on legislative/policy issues for the Vice President of External Affairs.
- The Treasurer provides a student voice when fiscal issues arise on campus.

**Staff:** Budget Specialist

**Internal Committees:** Executive Committee, Finance and Budget Committee (Chair), and Travel Grants (Chair).

**University Committees/Affiliates:** Services and Activities Fee Committee (SAF, voting member); Student Technology Fee (STF, ex-officio member), and various financial and HR/hiring committees as needed.

### **§3.5: SECRETARY**

**Overview of the Role within the Organization:** The primary roles of the Secretary are: 1) to produce and oversee the GPSS records and publications; 2) to facilitate communication among the GPSS, Senators, and their constituents; 3) to serve as Chief Officer of Diversity on behalf of the GPSS; 4) to regulate the GPSS Senate membership.

**Responsibilities:**

- The Secretary regulates the GPSS Senate membership by overseeing the recruitment and application for a GPSS Senate seat, and maintains the GPSS Senate mailing lists.
- The Secretary maintains all official records and documents associated with GPSS operations in compliance with the policy on archiving; these documents include but are not be limited to: the GPSS Constitution and Bylaws, meeting minutes and agendas, records of resolutions, and main motions.
- The Secretary manages internal and external communications from the GPSS office. These forms of communication include but are not limited to: distributing minutes, agendas, and resolutions timely to Senators; sending updates and announcements from GPSS on events and activities; maintaining the GPSS website with regard to all official documents as well as GPSS events and other relevant information; and developing publications for internal and external audiences from the GPSS.
- As Chief Officer of Diversity, the Secretary promotes inclusivity and diversity in the GPSS, represents diverse perspectives, and collaborates with graduate and professional students, administration, faculty, staff, and others on diversity programming and events.
- As the Parliamentarian of the Senate, the Secretary ensures that GPSS meetings are run in accordance with the procedures set forth in the most recent edition of *Sturgis Standard Code of Parliamentary Procedure* by Alice Sturgis and performs other tasks as necessary to fulfill the duties of Secretary as set forth in this publication.
- The Secretary ensures the proper functioning of GPSS Judicial (ex-officio) and Diversity (chair) committee, as well as ad hoc committees when it is formed.
- The Secretary represents the GPSS on the ASUW Board of Directors and coordinates with the GPSS Executive Liaisons to the ASUW Senate to ensure that GPSS is well informed of issues taken up in the ASUW.

**Staff:** Office Manager, Creative Director, and Senate Clerk

**Internal Committees:** Executive Committee, Diversity Committee (Chair), and Judicial Committee (ex-officio).

**University Committees/Affiliates:** ASUW Board of Directors (voting member), Office of Minority Affairs Student Advisory Board (OMAD SAB), GO-MAP Student Advisory Board (GSAB), Diversity Council, Faculty Council on Multicultural Affairs (or designee), Board of Student Publications (or designee), Committee on Student Records (or designee), Distinguished Teaching Awards Selection Committee (or designee), Marsha L. Landolt Distinguished Graduate Mentor Award (or designee).

#### **§ 4.1: GPSS ELECTIONS RULES FOR 2017-2018 OFFICER CANDIDATES**

The GPSS Elections are governed by the GPSS Bylaws. Elections regulations are covered in Article V, Section G. A brief summary of these regulations is provided here for your convenience. In the event of any conflict between the rules as published here, and the rules published in the Bylaws, those published in the Bylaws take precedence.

#### **§ 4.2: TIME & PLACE**

GPSS Officer Elections will be held on **May 17, 2017 at 5:30p.m., HUB 332.**

#### **§ 4.3: ELIGIBILITY FOR CANDIDACY**

- A candidate needs not be a Senator, but must be a full-time graduate or professional student in the 2017-2018 academic year.
- The Vice President of External Affairs is allowed to take a reduced course load during Winter Quarter.
- A candidate must intend to maintain their status as a graduate or professional student and be on campus throughout the 2017-18 academic year.
- A candidate cannot be a member of the Judicial or Elections Committee.
- A candidate must be able to work for GPSS for 19.5 hours per week during the 2017-2018 academic year, including 8 hours per week in the office (4 hours for the President) between the standard business hours of 8:00 a.m. to 8:00 p.m., Monday through Friday.
- A candidate must be available to attend Senate meetings and other required meetings. Senate meetings are generally five times a quarter on Wednesdays at 5:30 p.m. throughout the school year.
- A candidate must have attended at least three (3) GPSS Senate or standing committee meetings during the 2016-2017 academic year prior to the Elections Meeting. The standing committees include the Executive Committee, the Finance & Budget Committee, and the Judicial Committee. Refer to section 2.1 of this document for a list of remaining meeting dates and times.
- Incoming students in a one-year graduate or professional program are also eligible to run for office, but they must provide either proof of registration or proof of enrollment in the upcoming Summer or Fall term to the Elections Committee Chair.

#### § 4.4: FILING FOR CANDIDACY

A candidate may announce their intention to run for a GPSS Officer position at any time, up to and including the day of the Elections Meeting, through self-nominations from the floor or write-in votes. However, candidates are encouraged to communicate their intentions to seek office to the Elections Committee as early as possible.

Candidates are urged to provide the Elections Committee Chair with the following materials:

- **The Officer Candidate Nomination Form** contained in this guide including:
- A statement that includes any academic, employment, or personal responsibilities that might prevent the candidate from fulfilling their responsibilities as an Officer.
- An affirmative statement that they meet the eligibility requirements outlined above.
- **Resume** (1-2 page)
- **Statement of objectives** (1-2 pages)

Materials are to be emailed to the Elections Committee Chair. If the materials are received by **Monday, May 8, 2017, 5:30 p.m.** the Chair of the Elections Committee will notify each candidate of the receipt of his or her materials and distribute each candidate's resume and statement of objectives to the full Senate body via email and posting to the GPSS website on **Tuesday, May 9, 2017.**

#### § 4.5: THE BALLOT AND REQUIRED VOTES

The Elections Committee will prepare a paper ballot with the officer positions and lines to rank candidates. The names of candidates who have announced their candidacy prior to the election meeting will be printed and provided. Names of candidates running from the floor will be presented at the election meeting and available for voters. The ballot will allow for ranking of the candidates so that an instant run-off can be made until the person with a simple majority of the GPSS Senators who vote in person or by absentee ballot has been reached. Exact details of this process are given in the Bylaws (V.G.4.m).

#### § 4.6: ELIGIBLE VOTERS

Senators who have registered with the GPSS Secretary by **Friday, May 12, 2017** will be allowed to vote in the Officer Elections. Voters include those voting by absentee ballot or in person at the Elections Meeting.

Proxies may attend the Elections Meeting, but are **not** allowed to vote.

#### § 4.7: ABSENTEE VOTE

Senators who are unable to attend the Elections Meeting may cast their vote through an absentee ballot. Absentee ballots may be emailed as an attachment to the Elections Committee Chair (mrb318@uw.edu) anytime between **May 10, 2017** (when they are emailed to the Senators) and **May 17, 2017 at 2:30 p.m.** Alternatively, paper ballots will be available in the GPSS office, HUB 314, beginning **May 17, 2017 at 2:30 p.m.**

The Elections Committee will keep the identity of each voter confidential; it will only be used to verify that the voter was an eligible voter. Note that **in the event of a tie** and a subsequent re-vote pursuant to Article V, Section G, Clause 4, Section m(5) of the Bylaws, **absentee ballots are not counted.**

#### **§ 4.8: THE ELECTIONS MEETING**

The Elections Meeting shall convene **May 17, 2017 at 5:30 p.m., HUB 332.**

The Elections Committee Chair will announce each position and the candidates who have shared their intentions to run for that position. Candidates will be given the floor in alphabetical order according to officer position.

Each candidate will be given a set and equal time (recommended 2 - 5 minutes) to give their campaign speech and equal time to hear and answer questions. Once all candidates for each position have been given an opportunity to speak, the Elections Committee Chair will allow floor nominations for any of the positions again. If a nomination from the floor is accepted, the nominee will give a speech for the same set and equal time.

After all speeches are finished, Senators will be asked to cast their votes. Only Senators are allowed to vote, and, as such, only Senators will be given a ballot. Senators must rank their preferences for all candidates in each position. The Elections Committee will distribute and collect the ballots.

Once the Elections Committee has collected the ballots, they will immediately count the votes. The officers are elected by a simple majority of the GPSS Senators who vote in person or by absentee ballot.

In the event that no candidate for a particular office receives the required majority vote in a race with three or more candidates, Instant Run-Off Vote Counting procedures will be used, as outlined in the Bylaws (VI.G.4.m). In the event of a tie, re-balloting shall occur with the remaining senate body until the tie is broken.

#### **§ 4.9: ELECTIONS RESULTS**

Once the Elections Committee has counted all votes and verified the winner, they will announce the results in person at the Elections Meeting, via e-mail to all Senators, and on the GPSS website.

#### **§ 4.10: ELECTIONS CHALLENGES**

Any challenge of the elections procedures or results must be received by the Elections Committee Chair in writing *within 48 hours of the adjournment of the Elections Meeting*. Challenges are to be emailed to the Chair for consideration by the Elections Committee. The Elections Committee will respond to the complaint within 1 week and release a decision to all involved parties as well as the Senate. Further challenges to the elections process must be addressed to the GPSS Judicial Committee within 48 hours following the Elections Committee's decision.

*THANK YOU FOR YOUR INTEREST IN A GPSS OFFICER POSITION. WE LOOK FORWARD TO FAIR AND ORGANIZED ELECTIONS AND WISH YOU THE BEST OF LUCK.*

#### **OFFICER CANDIDATE NOMINATION FORM 2017-2018**

This form is to be completed by the candidate and submitted to the Elections Committee Chair, Asad Haris (aharis@uw.edu), by **Monday, May 8, 2017, 5:30 p.m.** in order for candidate information to be posted on the GPSS website and distributed via email to Senators. Senators wishing to nominate themselves from the floor must also provide this information at time of nomination.

1. Full Name:
2. Graduate or professional program of study:
3. Are you currently a registered student? Yes ( ) No ( )
4. Do you expect to continue to be a graduate or professional student during the 2017-2018 academic year (Fall, Winter & Spring Quarters)? Yes ( ) No ( )
5. The position you are running for is:
6. Indicate at least three GPSS Senate or standing committee meetings you have attended during the 2016-2017 academic year prior to the election meeting. The standing committees are the Executive Committee, the Finance & Budget Committee, and the Judicial Committee.
  
7. Do you understand and acknowledge that you should be able to work for GPSS for 19.5 hours per week during the 2017-2018 academic year, including 8 hours per week in the office (4 hours for the President) between the standard business hours of 8:00 a.m. and 8:00 p.m., Monday through Friday? Yes ( ) No ( )
8. If 'No' to question 8, please explain:

#### **Affirmative Statements**

I, \_\_\_\_\_, do not have any responsibilities (be them academic, employment, or personal) that might prevent me from fulfilling the responsibilities as a GPSS Officer.

I affirmatively declare that I meet the eligibility requirements outlined in the GPSS Election

Guide. The requirements as stipulated are:

- I am enrolled as a graduate or professional student at the time of the election.  
Yes (  ) No (  )
- I am **not** a member of the Elections Committee.      Yes (  ) No (  )
- I have attended at least 3 GPSS Senate or qualifying committee meetings prior to the Elections meeting during the 2016-2017 academic year.      Yes (  ) No (  )
- I will intend to maintain full time student status during the term, if elected (Vice President of External Affairs is allowed to take a reduced course load during Winter Quarter), and be on campus through the 2017-2018 academic year (Fall, Winter, and Spring).  
Yes (  ) No (  )
- I will be able to work 19.5 hours per week during the 2017-2018 academic year, including 8 hours per week in the office between 8:00 a.m. – 8:00 p.m., Monday through Friday.  
Yes (  ) No (  )

