

Department of Civil & Environmental Engineering
Voting Protocol for Election of the Dept. Rep. to the College Executive Committee
10/02/02

1. After notification of a pending election, a duration of at least 5 working days* are granted to the faculty for nominating their candidates for the representative to College Executive Committee.
2. After the closing date for nominations, the faculty are notified as to who the nominees are. The faculty are then given 5 working days* for voting their preferred representative by secret ballot.
3. In general, voting may be performed by sending electronic mail to a designated departmental staff member. Alternatively, the faculty members can submit their ballots to the designated departmental staff member.
4. At the conclusion of the specified duration for voting, the votes are tallied by the designated departmental staff member, and the faculty are informed of the votes' tally.
5. The candidate who receives the most votes shall be elected as the departmental representative.
6. In the case of a tie, the departmental representative will be determined by a coin toss, administered by the Chair.

* Definition of a working day: M-F, excluding holidays.