

To: SSSP Board of Directors and Executive Officer
From: Lauren Eastwood, Chair, 2015-2016 SSSP Elections Committee
Re: 2016 Elections Committee Report
Date: July 5, 2016

1. SSSP Elections Committee (2016): Lauren Eastwood (Chair), Charles Allan McCoy (member), James Maples (member), Suzan Walters (member).
2. The 2016 approved nominations list was as follows (one position unless otherwise indicated): For President Elect; for Vice-President Elect; For Secretary; For Treasurer; for Board of Directors (2 positions); for Student Representative to the Board of Directors; for Budget, Finance, & Audit Committee; for Committee on Committees (2 positions); for Editorial & Publications Committee (2 positions); for Membership & Outreach Committee (2 positions), and for Student Representative to the Membership & Outreach Committee. Each name on the list was ranked by the Board of Directors when we received the list.
3. The Process: SSSP Administrative Officer and Meeting Manager Michele Koontz identified nominees who were listed for more than one position and sent those names along with the full list and description of the election committee process to Lauren Eastwood. Lauren Eastwood contacted Elections Committee members to allocate tasks. The list of nominees was split up amongst committee members by position. For those nominees who had been nominated for more than one position, the nominated individual was contacted about the higher ranking position first to verify if they would be willing to serve. To avoid confusion, Election Committee members were allocated all of the positions that included those nominees who were nominated for more than one position. All nominees were initially contacted by email. Our emails contained some variation of the following:

“Dear [nominee]:

I am writing to you as a member of the 2015/2016 SSSP Elections Committee. One of the Committee’s tasks is to contact members who have been nominated for elected positions to confirm their willingness to run on the upcoming SSSP Ballot. You have been nominated for the [insert position].

At this time, please let me know if you are willing to run for this position. [when applicable] Additionally, please let me know if you are willing to serve as Chair of [], should you be elected.

The Elections Committee must fill the election slate by mid-October, so a timely response would be very helpful. In the meantime, below are links to the bylaws and the operations manual, both of which outline the duties and expectations of this position: By-Laws:

<http://www.sssp1.org/index.cfm/m/29/By-Laws/> Operations Manual:

http://www.sssp1.org/index.cfm/m/30/Operations_Manual/

Please feel free to contact the Chair of the Elections Committee (Lauren Eastwood) at

lauren.eastwood@plattsburgh.edu if you have any questions about this process. I look forward to hearing from you soon!

The subject heading for the emails indicated that a reply was necessary and that the email was time sensitive. When we did not receive a timely response, we followed up with a second email. If we still did not receive a response, we then followed up with a phone call. The Committee members were in regular contact with each other on progress towards a complete election slate. We also ensured that those who were willing to run yet had allowed their membership to lapse renewed their membership with SSSP.

4. Participation in the Election Process: The total number of members as of 3/15/16 was 2,086. 1,941 members were eligible to vote electronically. 145 members requested not to vote in elections. The total number of voters participating was 386, for a participation rate of 19%, which represented a 1% decrease from last year's participation rate of 20%, but a 1% increase from the year prior to that (18%). Three vote reminders were sent to those who had not voted on: February 25, March 7, and March 14.
5. Election Results: The results of the 2015/16 SSSP elections were as follows: President Elect (2016-2017); President (2017-2018): Luis A. Fernandez; Vice- President Elect (2016-2017); Vice-President (2017-2018): David G. Embrick; Secretary (2016-2017): Glenn W. Muschert; Treasurer (2016-2017): Patrick Donnelly; Board of Directors (2016-2019): Sarah Jane Brubaker and Claire M. Renzetti; Board of Directors-Student Representative (2016-2019): Sarah A. St. John; Budget, Finance, and Audit Committee (2016-2019): Lauren Eastwood; Committee on Committees (2016-2019): Marina Karides and Laurie Schaffner—However, Laurie Schaffner wrote on March 28 to indicate that she would not be able to serve. Therefore, the Board of Directors approved her replacement (Arthur J. Jipson); Editorial and Publications Committee (2016-2019): Jackie Krassas and Heather MacIndoe; Membership and Outreach Committee (2016-2019): Alexis A. Bender and Chris Wellin; Membership and Outreach Committee—Student Representative (2016-2019): Leigh Taylor.
6. Michele Koontz, Administrative Officer and Meeting Manager, sent personalised notification letters to all candidates via email on Tuesday, March 16, 2016. The results were posted on the SSSP website on Monday March 28, 2016.

Report compiled by Lauren Eastwood (Chair, Elections Committee, 2015/2016)