

Meeting of the Elections Committee
Wednesday, May 1, 2024
1:00PM – 1:30PM
Room 3140, Warwick Campus and WebEx

Agenda

1. Roll call
2. Approval of minutes from April 23, 2024
3. Review nomination acceptance process
4. Review proposal for new nomination form
5. Other Business

Attendees:

- Mason Walmsley, Ex Officio member of assembly and secretary of Elections Committee **Present**
- Peter Bardsley, Representative, IEHROD, chair of Elections Committee **Present**
- Kara DiPaola, Representative, IEHROD **Present**

Minutes

1. Roll Call

Meeting convened at 1:01

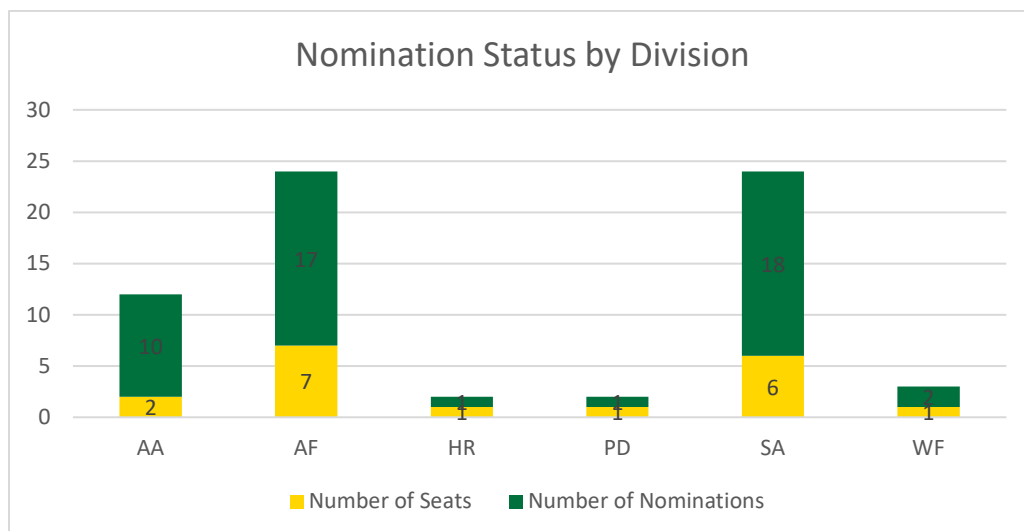
2. Approval of minutes from April 23, 2024

- a. Minutes of April 23, 2024, vote.

Motion to approve made first by M Walmsley, Second by K DiPaola
Votes for: 3, Votes against: 0, Abstained: 0

3. Review nomination acceptance process

The assembly has received 49 nominations thus far. We will send the newly drafted letter (Appendix A) with acceptance form (Appendix B) on Friday, May 3 at 4 PM after the close of the nomination period. Nominees will have until Friday, May 10 to accept. We'll validate the final number and then send the form.



4. Review proposal for new nomination form

P Bardsley has noted that the existing nomination form collects data heavily on the nominator rather than nominees (Appendix C) A new form (Appendix D) has been drafted and proposed, that moves from collecting data on the nominator to focus more on obtaining individualized data on the nominee. This can further simplify tracking, reporting and make it easier to implement the nomination acceptance process.

Initial draft included a question of PT/FT status of the nominee. Since this information requires validation, the committee removed the need for the nominator to identify this.

Additionally, a “Do not know” option was added for division as that is validated after.

Motion to approve made first by K DiPaola, Second by M Walmsley

Votes for: 3, Votes against: 0, Abstained: 0

5. Other Business

The members of this committee note the practice of excluding President’s Council members from the Staff Assembly and wonder about the rationale for this exclusion and its impact on the Assembly’s effectiveness. Further, this committee continues to note the practice of misapplying the “Ex-Officio” role/title. On the Assembly, it means “non-voting”, where in true application, Ex-Officio indicates that a position by merit of its unique contribution or expertise should be intentionally included in membership of a body such as the Staff Assembly with full membership rights, and even lead committee work.

Meeting adjourned at 1:28

Appendix A

From: assembly@ccri.edu

Subject: You've been nominated to the Staff Assembly!

Dear <name>,

We're pleased to inform you that you have been nominated to be a representative of the Staff Assembly for the <division> division.

As a representative of the <division> division, you would play a vital role, participating as part of a two-way communication channel between members of the Staff Assembly and those on your team who, like you, bring a wealth of knowledge, skills and practical experience. Your involvement would help shape how the college does its work through the Staff Assembly by providing perspectives that are critical to decision making.

To accept or decline your nomination, please complete [this one question form](#) no later than Friday, May 10 at noon. Voting will commence shortly after and run through Friday, May 24. Results will be announced on Friday, May 31 at the Staff Assembly's May meeting.


For more information about the Staff Assembly, visit our [webpage](#).

We look forward to serving with you!

The Elections Committee of the Staff Assembly

Assembly Nomination Response Form


Hi, Peter. When you submit this form, the owner will see your name and email address.

1. I accept my nomination to the Staff Assembly 

Yes

No

Submit

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This content is created by the owner of the form. The data you submit will be sent to the form owner. Microsoft is not responsible for the privacy or security practices of its customers, including those of this form owner. Never give out your password.

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Appendix C

Staff Assembly Nomination Form

The purpose of the Staff Assembly is to participate in the governance of the Community College of Rhode Island, hereafter referred to as CCRl. We develop policies and other recommendations related to the administrative and business work of the college and its staff members so that CCRl may effectively realize its Mission and Strategic Plan and advance the goals of diversity, equity, and inclusion across the organization and its activities.

Hi, Peter. When you submit this form, the owner will see your name and email address.

* Required

1. Name *

Enter your answer

2. Email: *

Enter your answer

3. Title *

Full Time Staff

Part Time Staff

4. Division *

Academic Affairs

Administration & Finance

Human Resources & DEI

President's Division

Student Affairs

Workforce Partnerships

5. Department: *

Enter your answer

6. Are you self nominating or nominating another staff member? *

Self Nominating

Nominating someone else

7. If you are nominating someone else, please enter their name, CCRl email address and if they are full time or part time below. You can nominate more than one person.

Enter your answer

Submit

Staff Assembly Representative Nomination Form

Hi, Peter. When you submit this form, the owner will see your name and email address.

* Required

1. Name of nominee

*

Note: members of the President's Council are not eligible for nomination

Enter your answer

2. Nominee's email address

*

Enter your answer

3. Nominee's Division *

- Academic Affairs
- Administration and Finance
- Institutional Equity, Human Resources and Organizational Development
- President's Division (Marketing and Communications, Institutional Advancement, 10KSB)
- Student Affairs
- Workforce Partnerships
- Do not know

Submit