



Memorandum

To: University Senate Constituency
From: Craig Anderson, Vice Chair, University Senate
Date: February 4, 2025
Re: Call for Self-nominations for University Senate Elections
Self-Nomination Period: February 4, 2025 – February 28, 2025

The deadline for receipt of the Self-Nomination Form is Tuesday, February 28, 2025, at 11:59 pm.

The university senate is pleased to announce the elections for 2025-2026 and seeks self-nominations from candidates to fill vacancies on the Senate, the University Senate Standing Elected Committees, and the KFT Letter of Agreement Committees for the 2025-2026 academic year.

Eligible candidates are invited to self-nominate to fill vacant positions for the Senate and the committees. **The self-nominations will be collected online via Qualtrics. Please [CLICK HERE](#) to access the self-nomination form.**

We urge those considering self-nomination to understand the vital responsibility of serving and attending meetings. Please do not seek elective office at this time if you plan to take a leave of absence, sabbatical leave, faculty exchange, or any other project that would prevent you from serving the entire term of office.

For a comprehensive listing of the rules governing the nomination and election processes, consult the *Senate Nominations and Elections Committees Manual* (accessed [here](#)) and the Letters of Agreement (accessed [here](#)) for each committee.

ELECTION CALENDAR - SPRING 2025

Tuesday, February 4, 2025	Self-Nominations Begin
Friday, February 28, 2025, 11:59 pm	Self-Nominations End.
Tuesday, March 4, 2025	Publication of the final candidate list on the University Senate website and emailed to the University Senate constituency.
Tuesday, March 11, 2025, or earlier	Secure PINs and the URL for voting will be sent via U.S. Mail to the home addresses of all University Senate constituency/voters.
Tuesday, March 11, 2025	Online voting begins. You are encouraged to vote from a home computer.
Tuesday, April 8, 2025, 5:00 pm	Voting ends. No votes will be accepted after 5:00 pm.

Friday, April 10, 2025 (or sooner)	Results will be announced via email and on the Senate website.
<u>Wednesday, May 14, 2025, 10:00 am*</u>	Senate Reorganization Meeting 10:00 am – 1:00 pm (includes lunch break)

** Anyone wishing to serve on the Senate must save this date and be available to attend this meeting at which the new Executive Committee and the new Officers are elected.*

Rules observed in certifying nominees for the Spring 2025 University Senate election:

1. The term for members of the Full University Senate is three years. (Ten Senators are elected each spring.)
2. Unless specified otherwise, all committee terms are for two years. Members of each respective college shall vote for and elect representatives to committees. Terms for some positions are sometimes adjusted to ensure staggering membership of the committees.
3. During any University Senate election, a candidate can run for the University Senate and/or two committees, including University Senate Standing Elected Committees and Letter of Agreement Committees.
4. No department may have two representatives serving on the same University Senate committee.
5. No department may have representation for more than two consecutive terms on any University Senate standing elected committees.
6. No department can succeed a member of the same department (elected or appointed) for at least one year.
7. No individual may consecutively serve for more than two terms, regardless of whether the terms were by election or appointment.
8. When an appointed member and an elected member are in the same department, the elected member's seat holds precedence. An appointed voting member should not be from the same department already represented on the same committee.
9. Concerning the Letter of Agreement committees, at any time, no more than two professional staff from the same division and no more than one professional staff from any one area within a division, as defined in the Letter of Agreement, shall serve on the same committee.

Please note:

1. According to the criteria outlined above, criteria for specific committees in the Senate Constitution, and the *Manual for Senate Nominations and Election Committees*, all nominations are verified for the candidate's eligibility. The eligibility check will occur before the publication of the final candidate list on March 4.
2. The following pages list specific eligibility criteria for selecting nominees after the committee's name.
3. **The division of General Studies & Interdisciplinary Studies faculty votes with the College of Liberal Arts.**

VACANCIES / OPEN POSITIONS AND ELIGIBILITY

University Senate

Meeting Times: General Body Meeting, 1st & 3rd Tuesday, 3:15 to 4:15 pm
Executive Board Meeting, 2nd & 4th Tuesday, 3:15 to 4:15 pm.

- Vacancies:** Ten positions (see distribution below); Three-year term
 Faculty – 8 positions (faculty vote for faculty)
 KFT bargaining unit professional staff – 1 position (professional staff votes for professional staff)
 Non-unit managers – 1 position (Non-unit managers vote for non-unit managers)
- Eligibility:** All full-time classroom teaching faculty members; full-time professional librarians; full-time KFT bargaining unit professional staff; and non-unit managers.
Note: A Senator must be off the Senate for one year after two consecutive three-year terms before running again. Thus, no Senator completing their second consecutive three-year term may run in this election.

Senate Standing Elected Committees

1. Academic Standards and Policy Committee

- Eligibility:** Full-time faculty members except for those in department/programs noted.
- Vacancies:** College of Business and Public Management (CBPM): **One open position** – from any department except Accounting or Marketing, Global Business & Economic
 College of Education (CEDU): **One open position** – from any department except Special Education & Literacy
 College of Liberal Arts (CLA): **One open position** – from any department except Art History
 College of Science, Mathematics, and Technology (CSMT): **One open position** – from any department except Biology or Environmental & Sustainability Sciences
 Michael Graves College (MGC): **One open position**
 College of Health Professions and Human Services (HP&HS): **One open position** – from any department except Exercise Science or Advanced Studies in Psychology

2. Academic Technology and Multimedia Committee

- Vacancies:** **No open positions** – from any college/department as the committee was reconstituted last year.

3. Assessment Committee

- Eligibility:** Full-time faculty members except for those in department/programs noted.
- Vacancies:** College of Business and Public Management (CBPM): **One open position** – from any department except Accounting & Finance
 College of Education (CEDU): **One open position** – from any department except Special Education & Literacy or Elementary and PE/Health Education
 College of Liberal Arts (CLA): **One open position** – from any department except English or Theatre Conservatory
 College of Science, Mathematics, and Technology (CSMT): **No open positions**
 Michael Graves College (MGC): **One open position** – from any department
 College of Health Professions and Human Services (HP&HS): **One open position** – from any department except Physical Therapy or Physician's Assistant

4. Distance Learning Committee

- Eligibility:** Full-time faculty members except for those in department/programs noted.
- Vacancies:** College of Business and Public Management (CBPM): **No open position**

College of Education (CEDU): **Two open positions** – from any department except Elementary & Physical Education or Special Education & Literacy
College of Liberal Arts (CLA): **One open position** – from any department except Sociology or Psychology
College of Science, Mathematics, and Technology (CSMT): **One open position** – from any department except Biological Sciences
Michael Graves College (MGC): **One open position**
College of Health Professions and Human Services (HP&HS): **One open position** – from any department except Occupational Therapy or Advanced Studies in Psychology

5. General Education Committee

Eligibility: Full-time faculty members/professional staff members except those in department/programs noted.

Vacancies: College of Business and Public Management (CBPM): **One open position** – from any department except Management or Marketing, Global Business & Economic
College of Education (CEDU): **One open position** – from any department except Middle & Secondary Education or Elementary & PE/Health Education
College of Liberal Arts (CLA): **One open position** – from any department except English or History
College of Science, Mathematics, and Technology (CSMT): **One open position** -- from any department except Biology or Environmental & Sustainable Sciences
Michael Graves College (MGC): **One open position** – from any department
College of Health Professions and Human Services (HP&HS): **One open position** – from any department except Health and Human Performance or Communication Sciences & Disorders

6. Nancy Thompson Library Learning Commons Committee

Eligibility: Full-time faculty members/librarians except department/programs as noted.

Vacancies: College of Business and Public Management (CBPM): **One open position** – from any department except Accounting & Finance
College of Education (CEDU): **One open position** – from any department except Special Education and Literacy or Curriculum & Teaching
College of Liberal Arts (CLA): **One open position** – from any department except English or Music
College of Science, Mathematics, and Technology (CSMT): **No open positions**
Michael Graves College (MGC): **One open position** – from any department
College of Health Professions and Human Services (HP&HS): **One open position** – from any department except Health & Human Performance or Physical Therapy

7. Student Admissions and Retention Committee

Eligibility: Full-time faculty members/librarians except department/programs as noted.

Vacancies: College of Business and Public Management (CBPM): **Two open positions** – from any department except Management or Accounting & Finance
College of Education (CEDU): **One open position** – from any department except Bilingual Education, TESOL, & World Languages or Counselor Education

College of Liberal Arts (CLA): **One open position** – from any department except General & Interdisciplinary Studies or Communication, Media, and Journalism

College of Science, Mathematics, and Technology (CSMT): **One open position** – from any department except Mathematical Sciences or Chemistry & Physics

Michael Graves College (MGC): **One open position** – from any department

College of Health Professions and Human Services (HP&HS): **No open position** – from any department.

8. University Appeals Board

Eligibility: Full-time faculty members/librarians except department/programs as noted.

Vacancies: College of Business and Public Management (CBPM): **One open position** – from any department except Public Administration.

College of Education (CEDU): **No open position**

College of Liberal Arts (CLA): **No open position**

College of Science, Mathematics, and Technology (CSMT): **No open positions**

Michael Graves College (MGC): **No open positions**

College of Health Professions and Human Services (HP&HS): **No open positions**

Professional Staff: **One open position**

9. University Curriculum Committee

Eligibility: Full-time faculty members/librarians except department/programs as noted.

Vacancies: College of Business and Public Management (CBPM): **One open position** – from any department except Accounting & Finance or Management

College of Education (CEDU): **Two open positions** – from any department except Special Education & Literacy or Bilingual Education, TESOL, and World Languages

College of Liberal Arts (CLA): **One open position** – from any department except Psychology or History

College of Science, Mathematics, and Technology (CSMT): **No open positions** – from any department

Michael Graves College (MGC): **No open positions** – from any department

College of Health Professions and Human Services (HP&HS): **One open position** – from any department except Health & Human Performance

10. Writing Emphasis/Writing Across the Curriculum Committee

Eligibility: Full-time faculty members/librarians except those in the department/programs noted.

Vacancies: College of Business and Public Management (CBPM): **Two open positions** – from any department except Accounting & Finance

College of Education (CEDU): **Two open positions** – from any department except Special Education and Literacy

College of Liberal Arts (CLA): **One Open position** – from any department except English

College of Science, Mathematics and Technology (CSMT): **One open position** – from any department except Chemistry & Physics

Michael Graves College (MGC): **One open position**

College of Health Professions and Human Services (HP&HS): **One open position** – from any department. Except Counselor Education and Communication Disorders & Deafness

KFT Letter of Agreement Committees

1. Career Development Committee (Faculty)

Eligibility: All full-time tenured and tenure track faculty members; librarians. All full-time KFT bargaining unit professional staff on multi-year contracts.

Vacancies: 5 positions available (three-year term):

College of Business and Public Management (CBPM): **One open position** – from any department

College of Liberal Arts (CLA): **One open position**

Michael Graves College (MGC): **One open position** – from any department except Design

College of Health Professions and Human Services (HP&HS): **One open position** – from any department

Professional Staff: **One open position**

2. Professional Staff Career Development Committee

Eligibility: Full-time KFT bargaining unit professional unit on multi-year contracts.

Vacancies: **Two open positions.** (2-year term) - Any division except Administration

3. Paid Leave for Unit Professional Staff Committee

Eligibility: Full-time KFT bargaining unit professional unit on multi-year contracts.

Vacancies: **Four open positions** (2-year term) - Available from any division

4. Professional Staff Peer Review Committee

Eligibility: Full-time KFT bargaining unit professional unit on multi-year contracts.

Vacancies: **Three open positions** (2-year term) - Available from any division.

5. University Promotions Committee (Faculty)

Eligibility: Tenured, full-time Full Professors except in department/programs noted. Department chairpersons ARE eligible.

Vacancies: 2 positions available to be elected (three-year term):

Two At-Large Members – open to tenured, full-time faculty in the rank of Professor from any department/college except: English; Advanced Studies in Psychology; Marketing, Global Business, & Economics; Bilingual, TESOL & World Languages; Robert Busch School of Design; Environmental & Sustainability Science.

6. University Range Adjustment Committee

Eligibility: Tenured full-time faculty members: One Assistant or Assoc. Prof plus one Full Professor for each College except for those in department/programs noted. Department chairpersons are not eligible.

Vacancies: 4 positions available (two-year term)

College of Business and Public Management (CBPM): **One open position**– Full Professor – from any department except Public Administration.

College of Education (CEDU): **One open position** – Assistant or Associate Professor – From any department

College of Liberal Arts (CLA): **One open position** – Assistant or Associate Professor
- From any department except Theatre Conservatory.

College of Science, Mathematics and Technology (CSTM): **One open position** – Full
Professor – from any department except Chemistry & Physics.

7. **College of Business and Public Management Retention and Tenure Committee**
Eligibility: Tenured full-time faculty members. (Department chairpersons are not eligible.)
Vacancies: **One position** (Three-year term)
One open position – Management
8. **College of Education Retention and Tenure Committee**
Eligibility: Tenured full-time faculty members. (Department chairpersons are not eligible.)
Vacancies: **Two Positions** (Three-year term)
One open position – Elementary & PE/Health Education.
One open position – Educational Leadership & Secondary Education
9. **College of Liberal Arts Retention and Tenure Committee**
Eligibility: Tenured full-time faculty members. (Department chairpersons are not eligible.)
Vacancies: **Two positions** (Three-year term)
One open position – Political, Cultural, & Social Sciences
One open position – Psychology
10. **College of Science, Mathematics, and Technology (CSMT) Retention and Tenure Committee**
Eligibility: Tenured full-time faculty members. (Department chairpersons are not eligible.)
Vacancies: **Two positions** (Three-year term) from
One open position – Biological Sciences
One open position – Computer Science & Technology
11. **Michael Graves College Retention and Tenure Committee**
Eligibility: Tenured full-time faculty members. (Department chairpersons are not eligible.)
Vacancies: **One position** (Three-Year Term)
One open position – Public Architecture
12. **College of Health Professions and Human Services Retention and Tenure Committee**
Eligibility: Tenured full-time faculty members. (Department chairpersons are not eligible.)
Vacancies: **Four positions** (Three-year term)
One open position – Occupational Therapy
One open position – Communication Disorders
One open position – Nursing
One open position – Athletic Training.

Please visit the following URL to submit your self-nominations online via

Qualtrics: https://ku.co1.qualtrics.com/jfe/form/SV_3rutsjSt12Gnifw