

**TO:** Morehead State University Staff

**FROM:** Staff Congress Credentials and Elections Committee

**RE: Nominations for 2017-2018 Staff Congress Representatives**

The following information is intended to serve as an official call for nominations for individuals to serve as Staff Congress Representatives. Below are the Staff Congress Election Calendar and list of vacant positions.

Staff Congress Representatives are nominated from, and elected by, the staff of Morehead State University. **Nominations of a person or yourself for Staff Congress Representative will be accepted until 4:00 p.m. on Friday, March 31<sup>st</sup>, on-line at <http://www.moreheadstate.edu/scnominationform.aspx>.**

A candidate for Staff Congress Representative must be a full-time staff employee of Morehead State University. Persons nominated for all positions will be contacted to confirm that they agree to be on the election ballot. There is no limit on the number of candidates who can declare nomination or be nominated for the 2017 – 18 elections.

Staff Congress Representatives are elected to act for geographic areas of MSU (both on and off-campus). More information on the Staff Congress Representation Model can be found in the Staff Congress Bylaws on the MSU portal.

**Election Notification**

The 2017 Staff Congress election will be held online April 17<sup>th</sup> and 18<sup>th</sup>. Each eligible staff member will have the opportunity to vote via electronic ballot. The election link will be sent to your MSU email account prior to the election.

**2017 STAFF CONGRESS ELECTION CALENDAR**

DATE	NOMINATION/ELECTION ACTIVITY
<b>Wednesday, March 8<sup>th</sup></b>	Nomination forms distributed to staff members
<b>Friday, March 31<sup>st</sup></b>	Deadline to submit nomination forms on-line – 4:00 p.m.
<b>Wednesday, April 5<sup>th</sup></b>	Sample ballot distributed by Credentials & Election Committee
<b>Monday, April 17<sup>th</sup> and Tuesday, April 18<sup>th</sup></b>	<b>Staff Congress Election</b>

**Vacant Positions**

The following Staff Congress positions (with specified terms) will be filled through the 2017 election process. All position responsibilities will begin on July 1, 2017.

<b>CATEGORY</b>	<b>REPRESENTATIVES TO BE ELECTED</b>
<b>Area 1</b>	<b>2 representatives – 3 year terms</b>
<b>Area 2</b>	<b>1 representatives – 3 year term</b>
<b>Area 3</b>	<b>2 representatives – 3 year terms 1 representative – 2 year term 1 representative – 1 year term</b>
<b>Area 4</b>	<b>2 representatives – 3 year terms 2 representatives – 2 year terms</b>
<b>Area 5</b>	<b>2 representatives – 3 year terms 1 representatives – 1 year term</b>

**Area Geographic Breakdown**

Area 1	Adult Learning Center CHER Building Enrollment Services Howell-McDowell Adm. Bldg.	Kentucky Traditional Music Center Kentucky Folk Art Center	Procurement Services University Farm/Vet Tech
Area 2	ADUC Allie Young Hall Button Hall	Camden Carroll Library Combs Building Fields Hall	Lappin Hall Lloyd Cassity Reed Hall
Area 3	Alumni Center Center for Regional Engagement Claypool-Young Art Building	Evans House Ginger Hall	Palmer Development House Rader Hall
Area 4	Baird Music Hall Breckinridge Hall	Bromogen House Career Services Grote-Thompson Hall	Laughlin/Wetherby Rice Maintenance Building
Area 5	AAC Eagle Center Eagle Trace Educational Services Building	Jayne Stadium MSU @ Ashland MSU @ MTST MSU @ Prestonsburg	Power Plant Recreation & Wellness Center Space Science Center All other off campus locations