

MEMORANDUM

To: All SPSU Staff Members
From: SPSU Staff Council Election Committee
Date: May 1, 2008

Re: Staff Council Nominations

Dear Colleague:

It is that time of year to nominate and elect new Staff Council representatives. Each SPSU staff member is encouraged to take part in this process, as the Staff Council represents all staff on campus. This memo outlines the Staff Council Election procedures and gives you the opportunity to nominate someone for a Staff Council position.

There are three documents on this website:

- IPED list of staff members eligible for election to Staff Council
- Updated Staff Council Election Procedures
- Staff Council Nomination Form

A staff member must have been a permanent full-time employee of SPSU by the first working day of the current fiscal year in order to be eligible for nomination to Staff Council. The first day of the current fiscal year (FY 2008) was July 01, 2007. Staff members hired after July 01, 2007 are ineligible to run for Staff Council, but **are eligible** to nominate and vote.

If you have a question regarding the IPED list generated by Human Resources, please inform a member of the election committee prior to May 9, 2008. After this date, the list will become final for the remainder of the election.

The Election Committee members are:

Pierrette Maillet, Election Committee Chair, Office of Advancement, x7702, pmaillet@spsu.edu
Chris Corriere, Information Technology
Sarah Milton, Post Office
Kenneth Shelton, Facilities

Please read the election procedures carefully as changes have been made from last year.

Nominators and nominees must be from the **same IPED category**. You may nominate more than one staff member for election. A nominee must agree to accept the nomination and to serve a two-year term.

To nominate a colleague for Staff Council, simply fill out the enclosed Nomination Form and fax it to the Election Committee at 678-915-7321.

Staff Council Nomination Forms are **due by 12:00 NOON on Friday, May 16, 2008**. Fax records for each Nomination Form will provide proof that the form was received by the deadline.

If you would like more information on the Staff Council Election process, contact one of the Election Committee members listed above or go to the Staff Council website at www.spsu.edu/staffcouncil.

An election ballot will be sent to you Wednesday, May 21, 2008 via email.

CURRENT STAFF COUNCIL MEMBERS

IPEDS Category IV, Other Professional
IPEDS Category V, Technical/Paraprofessional
IPEDS Category VI, Clerical
IPEDS Category VII, Skilled Craft
IPEDS Category VIII, Service/Maintenance

Bauer, John; Category IV (Elected 2007-2009)
Corriere, Chris; Category V (Appointed 2007-2008 – eligible to be elected)
Forest, Jill; Category IV (Appointed 2007-2008 – eligible to be elected)
Houck, Bennie Sue; Category VI (Elected 2007-2009)
Jones, Marlon; Category VIII (Appointed 2007-2008 – eligible to be elected)
Lay, Ann; Category VI (Re-elected 2006-2008)**
Maillet, Pierrette; Category IV (Elected 2006-2008)*
Milton, Sarah; Category VIII (Appointed 2007-2008 – eligible to be elected)
Shelton, Jr., Kenneth; Category VII (Elected 2006-2008)*
Shortridge, Marilyn; Category VI (Elected 2007-2009)

*Eligible for Re-Election to Staff Council

**Not Eligible for Re-Election to Staff Council