

**PROFESSIONAL STAFF CONGRESS/CUNY
NOTICE OF NOMINATIONS AND ELECTIONS – SPRING 2016**

Chapter Officers, Delegates and Alternates to the PSC Delegate Assembly and PSC-CUNY Welfare Fund Advisory Council

Term of Office: 3 Years

ELECTION SCHEDULE

1. Deadline for filling Declarations of Candidacy will be January 6, 2016.
2. Pre-printed Nominating petitions will be available upon request from the PSC office on February 1, 2016.
3. Fully completed nominating petitions must be received at the PSC office, 61 Broadway – Ste. 1500, New York, N.Y. 10006, by 5:00 pm, March 2, 2016.
4. Ballots will be mailed to members’ home addresses on April 1, 2016.
5. Ballots in uncontested elections must be received at the PSC office by 5:00 pm on April 28, 2016.

Ballots in contested elections must be received at the office of the designated ballot-counting organization by 5:00 pm on April 28, 2016.

Ballots will be counted at 10:00 am on April 29, 2016.

OFFICERS TO BE ELECTED

In each of the Chapters listed below, voters will elect the Chapter Chairperson, Vice Chairperson, Secretary, four Officers-at-Large, Delegates to the Delegate Assembly (in addition to the Chapter Chairperson, who shall automatically be the initial delegate to the Delegate Assembly) and Alternates to the Delegate Assembly according to the following listing:

<u>Chapter</u>	<u>Members</u>	<u>Delegates</u>	<u>Alternates</u>	<u>Petition Signatures Required</u>
Bronx EOC	14	Chair	1	4
Brooklyn EOC	36	Chair	1	9
College of S.I. Hunter Campus Schools	745	Chair + 6	5	25
Hunter Campus Schools	97	Chair	1	24
HEOs	3233	Chair + 31	8	25
Kingsborough	728	Chair + 6	5	25
Lehman College	542	Chair + 4	4	25
Manhattan CC	1088	Chair + 10	6	25
Manhattan EOC	44	Chair	1	11
Medgar Evers	331	Chair + 2	3	25
NYC Tech	1008	Chair + 9	6	25
Queens EOC	8	Chair	1	2
Queensborough CC	839	Chair + 7	5	25
Registrars	3	Chair	1	1
Research Foundation	91	Chair	1	23

RF Field Units	176	Chair +1	2	25
Retirees	2764	Chair + 6	5	25

Relevant portions of the ELECTION RULES are summarized below. The complete rules may be obtained from Barbara Gabriel at the PSC office, or viewed on the PSC website.

Declaration of Candidacy

Candidates must submit a signed declaration of candidacy no later than January 6, 2016 to Barbara Gabriel at the PSC office. The declaration must specify the office(s) being sought, the candidate's name, college and department and, if the candidate intends to run as part of a slate or caucus, the name of the slate or caucus. Slate or caucus declarations should be submitted through the slate or caucus designee. A sample declaration form is available on the PSC website: psc-cuny.org/declarationofcandidacy or from Barbara Gabriel at the PSC office.

Eligibility for Holding Office: Members shall be permitted to hold chapter-level office who have been members in good standing of the appropriate chapter for at least one (1) year prior to the close of nominations, March 2, 2016.

Voting Eligibility: Members shall be permitted to participate in the nomination process and to vote who have been members in good standing of the appropriate chapter for at least four (4) months prior to the mailing of the ballots on April 1, 2016 (i.e., they must have been a member as of December 1, 2015).

Nominating Procedures: Nominations of an individual or of a slate *must* be by official nominating petition signed by no fewer than twenty-five (25) members of the chapter in good standing, or by no fewer than twenty-five percent (25%) of the members of the chapter in good standing, whichever is less. For *all* candidates, petitions shall include: (a) the printed name, signature, department and college of each petitioner; and (b) the printed name, signature, department and college of the nominee, as well as the office being sought by the nominee. For chapter elections, members may only sign nominating petitions of the chapter to which they belong. A candidate's signature on a Declaration of Candidacy shall constitute that candidate's acceptance of the slate designation.

Slate Regulations:

A slate of candidates will be recognized if it consists of candidates for twenty-five percent or more of the officers to be elected, and if it submits, prior to the close of nominations: (1) a listing of caucus officers, all of whom must be members in good standing, including the person designated to authorize nominees for that caucus' slate; and (2) a nominating petition including the printed name, signature, department and college of each petitioner, and the signature for each candidate running on the slate. The candidate's signature on the slate petition shall constitute that candidate's acceptance of the slate designation.

Balloting: All voting must be on the official PSC ballot. Write-in votes are permitted. A write-in vote shall be valid if the intent of the voter is clear; written, printed and typed

names are acceptable. A write-in candidate must meet the same eligibility requirements as a regular candidate. In chapter elections, any nominated or write-in candidate must receive at least ten votes or ten percent of the votes cast for that office, whichever is less, in order to be elected. Write-in candidates who are elected must submit written acceptance of office to the Elections Committee within ten calendar days of notification that their election has been certified.

Campaigning: Declared candidates may mail literature at their own expense, either directly or through the PSC mailing house (Century Direct, 30-00 47th Avenue, Long Island City, NY 11101). At the request of the candidate and at cost, the PSC will provide Century Direct with home-addressed electronic download of the membership, or will provide candidates with college-addressed list, labels and/or electronic download of the membership. Candidates must notify the PSC five business days in advance of the mailing to allow sufficient time for the ordering of labels. Please see Barbara Gabriel at the PSC for further information, and to file the required forms.

Election Tally: Each candidate, or a representative of the candidate, is entitled to be present at the counting of the ballots.

PSC-CUNY WELFARE FUND ADVISORY COUNCIL

At each of the colleges listed below, voters will elect the designated number of members of the PSC-CUNY Welfare Fund Advisory Council, in accordance with the above schedule and rules and the by-laws of the PSC/CUNY Welfare Fund:

<u>College</u>	<u>Council Members</u>
Bronx EOC	1
Brooklyn EOC	1
College of S.I.	2
Hunter Campus Schools	1
Kingsborough	2
Lehman College	2
Manhattan CC	2
Manhattan EOC	1
Medgar Evers	2
NYC Tech	2
Queens EOC	1
Queensborough	2
Research Foundation	1
RF Field Units	1
Retirees	1

Voting Eligibility: All members in good standing of the PSC at the above colleges, who have been members in good standing for at least four (4) months, including Higher Education Officers, Registrars and College Laboratory Technicians, as well as faculty,

will elect the PSC-CUNY Welfare Fund Advisory Council members running at their respective colleges.

Eligibility for Holding Office: PSC-CUNY Welfare Fund Advisory Council members must be CUNY instructional staff members who have been members in good standing of the PSC for **two (2) years** prior to the close of nominations, March 2, 2016.

Nominations: Advisory Council members shall be nominated by written petition signed by no fewer than twenty-five (25) or twenty-five percent (25%) whichever is less of the CUNY instructional staff members at each unit who are also PSC members. Slate nominations will be permitted.