

THE MIRAMAR COLLEGE  
CLASSIFIED SENATE  
ELECTIONS PROCEDURE

**STATEMENT OF PURPOSE AND PROCEDURES**

- Per the Miramar Classified Senate Constitution and Bylaws, the election of Executive Officers and Senators shall be overseen by the Elections Committee.
- The role of the Elections Committee is to ensure an effective, timely, fair, and impartial elections process.
- The Elections Committee will maintain confidentiality and keep all sensitive voter and candidate information secure both during and after the elections process.
- Elections will be held via electronic ballots. Votes will be anonymized to the greatest extent possible.
- Election Committee membership cannot overlap with candidacy for either Executive or Senator positions. If a Committee member is nominated for office, they must either decline the nomination or remove themselves from the Election Committee before accepting.

**TIMELINE**

- Executive and Senator elections shall be held according to the following rotating schedule (see Article V of the Miramar Classified Senate Bylaws f):
  - Even Years: President, Treasurer, Senators two – five and one Senator at Large positions.
  - Odd Years: Vice President, Secretary, Senator one and two Senator at Large position.
- During March: The Elections Committee will be appointed in accordance with Article V of the Miramar Classified Senate Bylaws.
- During April:
  - The Election Committee will call for nominations.
  - The Election Committee will begin to confirm the eligibility, availability, and willingness of the nominees. Verification of candidates will conclude by the last working Monday in the month of April. Once confirmed, the committee will prepare the ballots and the chosen system(s) for voting.
- During May:
  - Elections take place.

- Results will be tabulated and winners announced no later than the end of this week.
- July 1: New Executive Officers and Senators take office.

### **QUESTIONS AND CONCERNS**

- To maintain the integrity of the elections process, any questions or concerns about the candidates, procedures, voting process, or results should be directed to the Elections Committee **only**.