

POLICY ON E-MAIL VOTING FOR FACULTY SENATE

On rare occasion it may be necessary to conduct a formal vote of senate members by e-mail. This should be done only after the first reading of an item and when a subsequent senate meeting is not possible due to time constraints. It will be necessary for senate in session to pass an action (by two-thirds majority) authorizing each occurrence of an e-mail vote.

Voting shall be open to all senators for one week from the call for vote (by e-mail) and terminate at midnight on the seventh day.

There shall be three possible responses on the ballot: **yea**, **nay**, **table**, or **abstain**. A twenty percent table vote shall automatically over-ride the yeas and nays and bring the item back to senate for discussion and vote. At least 50 percent of the senate members must vote on the e-mail ballot to establish a quorum.

The call for vote (issued by the secretary of the senate) will include a complete copy of the motion being acted on and related documentation.