



STAFF ADVISORY SENATE NOMINATION ELECTION FORM

Thank you for your interest in the position of Luna Community College (LCC), Staff Advisory Senator. Staff may be nominated through self-nomination within the same membership group or a staff member within the same membership group may nominate a staff employee. Nominations will be open from January 3rd (8:00am) through January 4th, 2018 (5:00pm). This nomination form must be completed to run for office.

I am nominating myself.

I _____ nominate the staff member listed below:
Name Title

Name: _____ LCC ID#: _____
Last First MI

Department Name: _____ Title: _____

Phone: () _____ Email Address: _____

AGREEMENT (must be completed by the candidate)

I _____ understand and agree to the duties and responsibilities listed below.

- I have read and understand the Staff Advisory Senate Constitution and By-Laws.
- I plan to represent the entire Luna Community College staff, as well as, the staff in my specific membership group while serving as a staff senator.
- I agree to abide by the staff member attendance requirements listed in the By-Laws.
- I plan to serve as a staff member for the term of officer in accordance with the By-Laws.
- I understand that I can only nominate/be nominated by a staff member within my membership group.

By placing my signature on this form, I hereby enter my name as a candidate for the Staff Advisory Senate of Luna Community College:

Nominee's Signature: _____ **Date:** _____

Nominator's Signature: _____ **Date:** _____

Interested parties must submit this form and a brief statement regarding their intended contribution to the success of the Staff Advisory Senate, by the deadline date of Thursday, January 4th, 2018, no later than 5:00pm.

Return this completed form to: Maxine Salas, Student Services Building, room SS-105
LCC Staff Committee Chair/Dual Credit Coordinator
Questions: email msalas@luna.edu or call (505)454-5316

OFFICE USE ONLY
Date Received: _____ Eligibility Verified By: _____

1. Staff Senate meetings are held monthly and are open to all employees. Attendance by all Senate members and Officers is required. In the event a member of the Senate has a total of 3 unexcused absences from Senate meetings within one Fiscal year, the member's seat will be declared vacant by the Senate President. If elected to the Senate Executive Board, quarterly meetings will also be required.
2. The Senate will establish General Committees that Senate members will be appointed to serve on. In addition, Senators may be appointed to represent the Staff Senate by serving on an institutional committee. Meeting schedules for these committees vary, but generally should meet once a month. Attendance is expected.