



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 or by a staff member within the same membership group. Nominations will be open from May 3rd, 2019 (8:00am) through May 31st, 2019 (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 Bylaws.
- 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 Bylaws.
- I plan to serve as a staff member for the term of office in accordance with the Bylaws.
- 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 Staff Advisory Senate, by the deadline date of Friday, May 31st, 2019 no later than 5:00pm, in a sealed envelope.

Return this completed form to: Linda Salazar, Library Manager – LRC
Staff Advisory Senate Designee
Questions: email lsalazar@luna.edu or call (505)454-5333

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 Adhoc 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.