Staff Senate Nomination Information

INTRODUCTION
The Staff Senate now calls for nominations and invites qualified staff members who want their voice heard. Those interested in running for a position as a Staff Senator may nominate themselves or be nominated by other TTUHSC staff. Senators meet once monthly at a general meeting (approximately two hours in length) and serve on at least one committee.

STAFF SENATE MISSION
Having a sincere interest in and highest regard for the goals, purposes, and functions of Texas Tech University Health Sciences Center, the mission of the Staff Senate is to seek the active representation and involvement of staff in the affairs of Texas Tech University Health Sciences Center, at all times striving to contribute to the overall success of Texas Tech University Health Sciences Center.

SENATOR’S DUTIES
- Senators terms of office are two years
- Senators shall attend orientation session/meeting
- Senators are expected to attend all meetings
- Senators shall serve on at least one committee of the Senate
- Senators shall make themselves known to their constituents, indicating how they can be contacted, hear their concerns, receive information and suggestions, and communicate these to the Senate
- Senators must keep their constituents well informed of the work of the Senate
- Senators represent all staff concerns (not elected to represent a school, institute, or service department)
- A Senator may serve as a Senate representative on a TTUHSC/TTU committee if so appointed

POSITIONS NEEDED FOR ELECTION YEAR 2014

<table>
<thead>
<tr>
<th>CAMPUS/SITE</th>
<th>POSITION</th>
<th>ELECTED POSITIONS OPEN*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amarillo</td>
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<tr>
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<tr>
<td>El Paso</td>
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<tr>
<td>Lubbock</td>
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<td>1</td>
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<td>Permian Basin</td>
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<tr>
<td>Permian Basin</td>
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<td>2</td>
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<tr>
<td>Distant Site Campuses</td>
<td>Non-Exempt</td>
<td>*</td>
</tr>
<tr>
<td>Distant Campuses</td>
<td>Exempt</td>
<td>1</td>
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</tbody>
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*Alternates are elected based on the next highest votes received for each position; alternates’ terms are one year; alternates are encouraged to attend meetings regularly and need to be available to serve as voting members in the absence of the elected senator representing their position (exempt/non-exempt).
STAFF SENATE NOMINATION FORM

ELECTED AND ALTERNATE SENATOR’S ELIGIBILITY REQUIREMENTS
• Full-time or part-time permanent staff member of TTUHSC
• 12 months continuous service in a permanent position within TTUHSC prior to being nominated
• No formal reprimands within current fiscal year
• Submit completed: a) Agreement to Serve and b) Confidentiality Statement

This form has been completed by: Nominee or ____________________________

(name)

NOMINEE INFORMATION

1. NAME:
2. ERAIDER NAME:
3. EMAIL ADDRESS:
4. OFFICE PHONE:
5. JOB TITLE:
6. JOB STATUS: EXEMPT / NON-EXEMPT
7. CAMPUS:
8. DEPARTMENT:
9. MAIL STOP:

REASONS THIS NOMINEE SHOULD SERVE:
In 50 words or less, please tell us why this nominee would like to serve as a Texas Tech University Health Sciences Center Staff Senator.

ALL NOMINATIONS MUST BE RECEIVED BY 5:00PM May 31, 2014

Forms may be submitted by e-mail at staff.senate@ttuhsc.edu
OR mail to
STAFF SENATE MEMBERSHIP COMMITTEE
C/O BILL DAVIS
1674 PINE STREET
ABILENE, TX 79601