

## **PROVISIONAL BALLOT INSTRUCTIONS 2024 FACULTY TRUSTEE ELECTION**

If a faculty member (Petitioner) is unable to vote because of a voter system malfunction or because an error has been made in determining the Petitioner's eligibility to vote, the Petitioner shall follow the following steps:

STEP 1: If voting is not currently underway, go to STEP 2. If voting is currently underway, the Petitioner shall before the voting ends complete and submit a Provisional Ballot located at the Senate Council's Election Information webpage or the Senate Council Office.

STEP 2: The Petitioner shall email the SREC chair (Roger Brown, [rogerbrown@uky.edu](mailto:rogerbrown@uky.edu)) and the University Senate office (Dori Grady, [dori.grady@uky.edu](mailto:dori.grady@uky.edu)) as soon as practicable to notify them that a voting system malfunction occurred or that a suspected error in election eligibility has occurred. The SREC chair or his/her designee shall respond to the Petitioner via email as soon as practicable with voter system assistance or either an explanation why the Petitioner is not eligible to vote or a statement that an SREC error was made and corrected. If an SREC error was made and corrected, go to STEP 5; otherwise, go to STEP 3.

STEP 3: If the Petitioner remains unable to vote due to a voter system malfunction, the Petitioner should complete the Provisional Ballot Form (see STEP 1) before voting ends and discontinue efforts to use the online voting system. If the Petitioner believes that the cause of the Petitioner's ineligibility results from incorrect information on which the SREC relies (e.g., erroneous data about the Petitioner's DOE in the Faculty Database), the Petitioner shall provide incontrovertible evidence of the error (e.g., an email statement from the Petitioner's Dean) via email to the SREC chair (Roger Brown, [rogerbrown@uky.edu](mailto:rogerbrown@uky.edu)) and the University Senate office (Dori Grady, [dori.grady@uky.edu](mailto:dori.grady@uky.edu)) before the nominating period ends (if the ineligibility affects a nomination) or otherwise before the voting period ends.

STEP 4: The SREC Elections Subcommittee shall review the Petitioner's submitted evidence and reassess the Petitioner's eligibility as soon as practicable. If the SREC Elections Subcommittee determines that the Petitioner's evidence is not incontrovertible, the Petitioner may return to STEP 3. If the voting period begins and the SREC Elections Subcommittee has not yet made a determination, the Petitioner shall submit a Provisional Ballot (see STEP 1) before voting ends.

STEP 5: If the SREC Elections Subcommittee determines that the Petitioner is eligible, the SREC chair shall recognize revised information (if the ineligibility affects a nomination) and arrange for the online voting system to be updated accordingly if practicable or, if not, direct the Petitioner to submit a Provisional Ballot (see STEP 1) before voting ends.

STEP 6: When voting ends, the SREC Elections Subcommittee shall review all Provisional Ballots and evidence received before voting ended and, if appropriate, add those results to the vote totals from the online voting system before determining the final results of the election.

You may only submit a provisional ballot if the relevant voting period is underway. If voting is not underway, email Roger Brown ([rogerbrown@uky.edu](mailto:rogerbrown@uky.edu)) and Dori Grady ([dori.grady@uky.edu](mailto:dori.grady@uky.edu)) immediately.

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### **IN-PERSON SUBMISSION**

- (1) Go to the Senate Council Office in the Main Building on UK's campus.
- (2) Complete the Provisional Ballot Form (see below).
- (3) Place your Provisional Ballot Form in a sealed envelope.
- (4) Present the sealed envelope with your Provisional Ballot to the Senate Council office staff.
- (5) Provide your UK LinkBlue username and a government-issued or UK ID with your name to the staff person.
- (6) The staff person will document on the envelope your name, your UK LinkBlue username, and the date/time of the submission.

NOTE: Your vote will only be counted if it is submitted before the end of the relevant voting period.

### **ELECTRONIC SUBMISSION**

- (1) Go to the Faculty Trustee Election Information webpage at the Senate Council website.
- (2) Download, print, and complete the provisional ballot Form. You may hand-write the relevant part of the ballot.
- (3) Scan your provisional ballot Form as a PDF file. You may take a picture with your preference clearly indicated.
- (4) Send a clear copy of the scanned provisional ballot Form as an attachment from your UK email address to Dori Grady ([dori.grady@uky.edu](mailto:dori.grady@uky.edu)) and copy Roger Brown, the SREC chair ([rogerbrown@uky.edu](mailto:rogerbrown@uky.edu)). If you have problems, email us both for other enfranchisement options.

NOTE: Your vote will only be counted if it is submitted before the end of the relevant voting period.

**PROVISIONAL BALLOT FORM  
2024 FACULTY TRUSTEE ELECTION**

**FINAL ELECTION BALLOT**

Complete instructions for in-person or electronic submission of a provisional ballot are on the previous page or reverse side.

You may view candidates' UK Faculty Webpages at the Senate Council faculty trustee election [webpage](#).

If you experience any difficulty, please contact Dori Grady, Office of the Senate Council (257-5872; [dori.grady@uky.edu](mailto:dori.grady@uky.edu)). If you cannot reach Dori, please contact Roger Brown, SREC chair (257-7257; [rogerbrown@uky.edu](mailto:rogerbrown@uky.edu)).

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In this final voting round, indicate your choice of candidates by clearly marking your selection by checking the box in the column labeled "Select" or via any other way that is unambiguously clear.

The order of the candidates below was randomly generated for this provisional ballot. You can access the candidates' election information by visiting the University Senate faculty trustee election webpage.

<b>Select</b>	<b>Name</b>	<b>College / Unit</b>
<input type="checkbox"/>	DeShana Collett	Health Sciences / Physician Assistant Studies
<input type="checkbox"/>	Hubie Ballard	Medicine / Pediatrics

\*\*\*\*\* This is the end of this provisional ballot. \*\*\*\*\*