PROVISIONAL BALLOT INSTRUCTIONS
2017 FACULTY TRUSTEE ELECTION (2nd Round)

If a faculty member (Petitioner) believes that an error has been made in determining his/her eligibility in an election, 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 immediately complete and submit a Provisional Ballot located at the Senate Council's Election Information webpage or the Senate Council Office before voting ends.

STEP 2: The Petitioner shall email the SREC chair and the SREC Elections Subcommittee chair as soon as practicable to notify them that a suspected error in election eligibility has occurred. The SREC Elections Subcommittee chair or his/her designee shall respond to the Petitioner via email as soon as practicable with the specific reason(s) the Petitioner is not eligible or with 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 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 and the Chair of the SREC Elections Subcommittee before voting 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 Elections Subcommittee chair shall 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 submitted 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), Davy Jones (djones@uky.edu), and Joan Mazur (jmazur@uky.edu) immediately.

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) Confirm your identity by presenting to the staff person a photo ID.
(6) The staff person will document on the envelope your name, your UK user ID, 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.
(3) Scan your provisional ballot Form as a PDF file.
(4) Send a clear copy of the scanned provisional ballot Form as an attachment from your UK email address to Sheila Brothers (sbrothers@uky.edu) and copy the SREC co-chairs (djones@uky.edu and jmazur@uky.edu) and the Elections Subcommittee chair (rogerbrown@uky.edu).

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

FACULTY TRUSTEE ELECTION - SECOND VOTING ROUND (OF TWO ROUNDS)

1990-1991 University Senate Council faculty members

In this final voting round, you **must** vote for your first choice (top ranked) candidate and you may **opt** to vote for a second choice (second ranked) candidate. (The second choice votes will help determine the winner if no candidate attains more than 50% of the vote.)

First, "Select" one or two candidates. Your selection(s) will be highlighted in yellow. Next, "Choice Rank" your selected candidate(s). You must assign "1" to your top candidate. Assign "2" to your second choice candidate, if desired. Next, click the "Validate Choice" button at the bottom of the page to review your selection(s). You will finalize your vote on the next page.

The order of candidate names displayed below is randomly selected each time this voting page is accessed.

Select	Choice Rank	Name	College	Candidate Info
☐	○ 1 ○ 2	Robert B. Grossman	College of Arts & Sciences	Election Statement Web Site at Home Department
☐	○ 1 ○ 2	Margaret Mohr-Schroeder	College of Education	Election Statement Web Site at Home Department
☐	○ 1 ○ 2	Patrick C. McGrath	College of Medicine	Election Statement Web Site at Home Department

If you experience any difficulty please contact Sheila Brothers, Office of the Senate Council, 257-5872. If you cannot reach Sheila, please contact Roger Brown, Chair, SREC Elections Subcommittee.