



**UConn  
Co-op**

**UConn Co-op**  
University of Connecticut Cooperative Corporation  
**2016 Board of Directors**  
**Nominations and Elections**

The following procedures and schedules have been established for the 2016 nomination and election process. Questions regarding these procedures should be addressed to the Nominations and Elections Committee through the President/COO.

**1. Eligibility** - Candidates must be a current, active, valid member of the UConn Co-op. Eligibility is further defined by Co-op Bylaws, Board Policy and by the Nominations and Elections Committee. In general, candidates for election should meet the following qualifications:

- A *student candidate* must be enrolled in a degree program at the University of Connecticut.
- A *faculty candidate* must be a current, full-time faculty member or a retired faculty member.
- A *University staff candidate* must be a current full-time University professional or classified staff member.
- An *alumnus or alumna candidate* must have received a degree from the University but not be a student at nor be employed by the University.
- A *regional or professional campus candidate* must meet the above qualifications for student, faculty or staff and have one of the regional or professional campuses designated as their primary campus at the time he or she takes office, or at the time of the election in the case of student directors.

**2. Term** - All directors elected in the annual elections will hold office for a term of two years starting with the Annual Meeting in the September following the election, unless they are elected to complete an existing term.

**3. Nomination Application/Petition** – Student members interested in being included on the election ballot must complete an Application for Nomination form as well as a Student Petition for Nomination and have it signed by at least 100 members. (Student candidates from regional/professional campuses are not required to solicit 100 signatures. They are expected to make a reasonable effort to gain as many signatures as they can.)

University Faculty/Staff and Alumni members interested in being included on the election ballot need complete an Application for Nomination form and Candidate Statement only. Applications are available at the Co-op campus location in Storrs and online at [www.bookstore.uconn.edu](http://www.bookstore.uconn.edu).

**4. Nominations Close, and Applications, Petitions and Candidate Statements** must be returned to the Co-op campus location in Storrs before **noon on Friday, February 5, 2016**. Candidate statement should include your name, year, major and /or academic program, your qualifications, and what you hope to accomplish while serving on the Co-op's Board of Directors. Be aware that your statement will be available on the UConn Elections and Co-op's websites, and will be used on both the Co-op's electronic and paper ballots.

**5. Election Information.** In order to inform the members of the backgrounds and the positions of the candidates, the Nominations and Elections Committee may place advertising, make mailings and/or hold candidate's forums. Candidates are expected to make a reasonable effort to meet such requests from the Committee.

**6. Election.** The election will be conducted in early March. Voting by student members of the Co-op will be done electronically. Non-student member balloting will be done by mail within the same timeline and all candidates will be informed of the results as soon as possible after the elections end on March 4<sup>th</sup> and a board meeting is held to confirm the results. The results will also be published in the *Daily Campus*.

## What It Means to Serve on the Board of Directors:

Some of the **Responsibilities & Functions** of the UConn Co-op **Board of Directors**:

### **The Board:**

- Is accountable to the members of the cooperative and the University community.
- Sets policy and establishes goals for the Co-op.
- Prioritizes the goals and objectives and delegates authority to the president/COO to get the job done.
- Conducts periodic evaluations of service.
- Helps develop and approves the operating plans and reviews them periodically.
- Ensures assets of the corporation are managed productively.
- Retain board legal counsel and auditing firm.
- Elects officers of the directorate and fills vacancies on the board.

### **Your Commitment to Serve on the Board of Directors:**

To effectively fulfill his/her duties and responsibilities, a director is expected to meet the following commitments:

- **Attend board and committee meetings.** Board meetings are generally held once a month during the two regular semesters; 8-9 meetings each year.
- **Keep informed** of Co-op activities and issues. Read reports and information given to directors. Ask questions when more information is needed.
- Be thoroughly **acquainted** with the **bylaws**, articles of incorporation and the agreements with the University.
- **Serve on** at least one of the **standing committees** of the Board.

## 2016 Election Schedule UConn Co-op Board of Directors

<u>Day</u>	<u>Date</u>	<u>Event</u>
Fri.	Feb. 5	Nomination applications, petitions & candidate statements due.
Mon. - Weds.	Feb. 9-11	Co-op non-student member election materials mailed.
Weds.	Feb. 14	Campaigning begins.
Weds. - Fri.	March 2-(9am) through March 4-(5pm)	– <b>Electronic Voting.</b>
Mon.	March 7	Co-op mail-in ballot receipt deadline.
Tues. - Thurs.	March 8-10	Co-op Board Meeting to confirm results. (Single purpose mtg.)
Fri	March 11	Announce results to candidates.
Before	March 25	Announce results in <i>Daily Campus</i> .

### Open Seats for the 2016 Election

Must elect a total of eight (8) directors:

- 4** must be **students at the University of Connecticut**, with at least **1 graduate student**.
- 1** must be a member of the **faculty or staff** of the **University of Connecticut** from any campus location.
- 1** must be a **student** or **member** of the **professional or classified staff** of one of the **regional or professional campuses of the University**.
- 2** **at-large positions**; may be a **student**, University **faculty or staff member** from any campus location, or an **alumna/alumnus** of the University.

# 2016 UConn Co-op Board of Directors Application for Nomination

The individual listed below is applying to be listed as a nominated candidate for election to the Board of Directors of the University of Connecticut Cooperative Corporation.

## Please Print or Type

Name: \_\_\_\_\_

Home Address: \_\_\_\_\_  
\_\_\_\_\_

Local Address: \_\_\_\_\_  
\_\_\_\_\_

Home Phone: \_\_\_\_\_ cell # \_\_\_\_\_

email: \_\_\_\_\_

### Relationship to the Co-op:

#### Student\*:

Undergraduate Student \_\_\_\_\_ Anticipated graduation date (mo/yr)

Major \_\_\_\_\_

Graduate student \_\_\_\_\_ Anticipated graduation date (mo/yr)

Major \_\_\_\_\_

#### Faculty/Staff:

University faculty member Dept./Title: \_\_\_\_\_

University staff member Dept./Title: \_\_\_\_\_

#### Alumni:

Alumnus/Alumna \_\_\_\_\_ Degree \_\_\_\_\_ Year Graduated

Have you ever worked at any UConn Co-op location? \_\_\_\_\_ If yes, when \_\_\_\_\_

### Campus Affiliation:

Storrs

Avery Point

Stamford

West Hartford

Waterbury

Torrington

Health Center

School of Law

Hartford MBA

Other \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Return this application** with the **nomination petition**, if applicable, and your **candidate statement** to the Storrs Co-op location **by noon Friday, February 5, 2016**. **Candidate statement** should include your name, year, major and /or academic program, your qualifications, and what you hope to accomplish while serving on the Co-op's Board of Directors. Be aware that your statement will be available on the UConn Joint Elections and Co-op's websites, and will be used on all ballots.

**2016**  
**Board of Directors**  
**Student Petition for Nomination**  
100 Co-op Member Signatures Required\*

This petition with the necessary signatures, the application for nomination and your candidate statement must be returned to the Co-op before noon on **Friday, February 5, 2016.**

Candidate's Name: \_\_\_\_\_

Member Signatures: Any active valid member may sign a petition. Members may sign petitions for more than one candidate but may not sign any one petition more than once.

\*Candidates from regional/professional campuses are not required to solicit 100 signatures. They are expected to make a reasonable effort to gain as many signatures as they can.

	<u>Printed Name</u>	<u>Signature</u>
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
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16.	_____	_____
17.	_____	_____

**Printed Name**

**Signature**

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**Printed Name**

**Signature**

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**Printed Name**

**Signature**

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91.	_____	_____
92.	_____	_____
93.	_____	_____



**Printed Name**

**Signature**

94. \_\_\_\_\_

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95. \_\_\_\_\_

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96. \_\_\_\_\_

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97. \_\_\_\_\_

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98. \_\_\_\_\_

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99. \_\_\_\_\_

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100. \_\_\_\_\_

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