



United University Professions

NOTICE OF ELECTION/CALL FOR NOMINATIONS – 2018 POTSDAM SPECIAL ELECTION

NOTE: No UUP or SUNY equipment and/or resources may be used to produce and/or distribute campaign material for UUP elections, including printers, copiers, supplies, campus mail system, e-mail, and uupmail.org or campus.edu domains from ANY computer.

MEMO TO: Potsdam Chapter Members
FROM: David H. Kreh and Jeanne L. Galbraith, Co-Chairs, Constitution and Governance Committee
Jeri O'Bryan-Losee, Secretary-Treasurer
DATE: June 2018

PLEASE READ THESE INSTRUCTIONS CAREFULLY

Your chapter has requested a Special Election for the position of Chapter Treasurer to fulfill the remainder of the term left vacant by the resignation of the incumbent. The term of office will be from the date the ballots are counted (July 19, 2018) through May 31, 2019.

Enclosed is a Nomination Form for this position. Since this is a general office which may be filled by an Academic or Professional member, the Nomination Form is identical for Academics and Professionals. All chapter members may nominate any active or retired chapter member for this position.

Nominees must sign the Nomination Form to indicate a willingness to be nominated and to serve in that office if elected. You, as the nominator, must also print your name and sign the Nomination Form. If a nominee is unavailable to sign the form, a notarized statement that the individual has personally signified a willingness to be nominated and to serve if elected is required.

Mail your completed chapter Nomination Form to UUP Constitution and Governance Committee, P.O. Box 15143, Albany, NY 12212-5143, in time to be received no later than 5:00 P.M. on Wednesday, June 20, 2018. Nominations will close at that time. Any nominations received after that time will not be accepted. For nominations to be valid, they must be **RECEIVED BY MAIL** and they must be **RECEIVED**, not postmarked, no later than 5:00 PM in the UUP Administrative Office on **Wednesday, June 20, 2018**. UUP is not responsible for delays by the United States Postal Service (USPS) or any private delivery company. **PLEASE ALLOW SEVEN TO TEN DAYS MAILING TIME.**

UUP Policies and Procedures for Distributing Campaign Literature provides equal and uniform access to all candidates to mailing labels for the distribution of campaign literature in UUP elections. This document is at www.uupinfo.org/elections; at chapter offices, and upon request from the UUP Secretary-Treasurer.

CHECKLIST:

1. Enter your name and signature as nominator on the Nomination Form.
2. Make a nomination and have the nominee sign the Nomination Form to indicate willingness to run and to serve if elected.
3. Mail Nomination Form in time to **ARRIVE by 5:00 P.M., Wednesday, June 20, 2018.**

If you have any questions or problems with these materials please call one of us at 1-800-342-4206 or 518-640-6600.

PotsSpecElec053018

Affiliations: NYSUT • National Education Association • American Federation of Teachers • AFL-CIO