



## United University Professions

### **INSTRUCTIONS TO VOTERS – 2019 SUNY POLYTECHNIC ALBANY REP 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:** SUNY Polytechnic at Albany Chapter Members  
**FROM:** David H. Kreh and Jeanne L. Galbraith, Co-Chairs, Constitution and Governance Committee  
Jeri O'Bryan-Losee, Secretary-Treasurer  
**DATE:** April 2019

#### **PLEASE READ THESE INSTRUCTIONS CAREFULLY**

This is the ballot for the position of Albany Campus Representative to the Polytechnic Institute Chapter Executive Board. There is one position for an Academic Campus Representative and one position for a Professional Campus Representative. There are separate ballots for these positions.

- ONLY academic members may vote for the Academic Representative.
- ONLY Professionals may vote for the Professional Representative.

Enclosed are the following materials: Ballot, "Secret Ballot" envelope, and larger business-reply ("Control") envelope.

The ballot contains the office for which everyone is eligible to vote. Indicate the candidate for whom you wish to vote with an "X" or check mark exactly in the box next to each name. Be certain your choice is clearly indicated to avoid confusion and possible invalidation. Write-ins are allowed for all chapter offices.

When you have completed your ballot, refold it to the original folds, place it in the "Secret Ballot" envelope and seal it. To preserve the secrecy of your vote, DO NOT SIGN either the ballot or the "Secret Ballot" envelope. Place the sealed "Secret Ballot" envelope in the business-reply ("Control") envelope, seal and mail. No stamp is necessary. Your name and chapter code are preprinted on the back of the "Control" envelope. The "Control" envelopes are checked against the list of eligible voters and then are totally separated from the "Secret Ballot" envelopes so that the secrecy of your vote is not compromised. Your ballot **MUST** be returned **BY MAIL IN THE DOUBLE ENVELOPE** and it must be **RECEIVED**, not postmarked, **no later than 5:00 p.m. on Wednesday, May 1, 2019** in the UUP Administrative Office or the UUP Post Office Box. Ballots received after 5:00 p.m. on that date will not be counted. UUP is not responsible for any delays by the United States Postal Service (USPS) or any private delivery company. Please allow seven to ten days mailing time.

Ballots will be opened and counted at the UUP Administrative Office, 800 Troy-Schenectady Road, Latham, NY on Thursday, May 2, 2019 beginning at NOON. Chapter members, including candidates, may witness the opening and counting of the ballots. Results will be sent to the Chapter President as soon as practicable after the election and posted on the UUP website.

#### **CHECKLIST:**

1. Vote for no more than ONE for the office.
2. Seal the ballot in the smaller envelope marked "Secret Ballot". Do not sign either the ballot or the envelope.
3. Enclose and mail your "Secret Ballot" envelope in the business-reply "Control" envelope.
4. Mail in time to be **RECEIVED** by **5:00 p.m. on Wednesday, May 1 2019**.

Since these ballots and envelopes are official material, if you have any questions or problems, call UUP IMMEDIATELY at 518-640-6600 or 1-800-342-4206.

AlbPolyRepInstrcVoters041119

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

**Official Election Ballot  
SUNY POLYTECHNIC ALBANY REP**



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**See Reverse For Instructions**

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**Albany Campus Academic Representative to Polytechnic  
Institute Chapter Executive Board (Vote for 1)**

Write-In Only \_\_\_\_\_

**SAMPLE**

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SUNY POLYTECHNIC ALBANY REP**



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**See Reverse For Instructions**

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**Albany Campus Professional Representative to  
Polytechnic Institute Chapter Executive Board (Vote for 1)**

TAYLOR, BRIAN

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**SAMPLE**

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