**Policy Council Meeting Voting Eligibility**

**and Procedure for Voting at Virtual Meetings**

**Voting Eligibility**

Voting members (16):
- all elected faculty members and alternates present at the meeting (12)
- all student representatives present at the meeting (3)
- staff representative (1)

Non-voting members:
- Dean
- Executive Associate and Associate Deans
- Assistant Deans

These eligibility guidelines are based on the following excerpt from the Constitution of the Faculty:

**Section 2. Governing Rules of the Policy Council**

A. Membership

The Policy Council shall consist of voting members as follows:
1. Twelve of the voting members shall be elected tenured, tenure-probationary, research rank, clinical, or lecturer faculty members from the School of Education. At least 8 of the 12 must be tenured or hold tenure-probationary status.
2. Three of the voting members shall be students from the School of Education, at least one undergraduate and one graduate chosen according to a procedure determined by the students and reviewed by the Agenda Committee and approved by Policy Council;
3. One voting member shall be staff from the School of Education chosen according to a procedure determined by the staff and reviewed by the Agenda Committee and approved by Policy Council.

**Procedure for Voting at Virtual Meetings**

1. An electronic ballot will appear on every meeting participant’s screen when an item is called to a vote.
2. All meeting participants should select the option that reflect their vote/voting status (In favor; opposed; abstain, recuse, non-voting member)