

OFFICE OF THE ACADEM

The only votes that count towards constituting a majority are those marked “Recommended” or “Not Recommended.” Please note that there is not a column for “Abstain” on this recommended ballot. If a department wishes to include a column for “Abstain” on the ballot, it may, but it should be clear to all involved that checking “Abstain” is the equivalent of a non-vote, and any ballots that have such an option checked will not count towards the total of votes in computing the majority required for the candidate. This means that the number of votes required for a majority may be different for each candidate depending on how many abstentions/non-votes occur.

Example: The following department has a faculty that includes 15 voting members. Thirteen ballots are returned. The ballot includes four candidates seeking recommendation from the faculty. The results are as follows

Candidate Name	Recommended	Not Recommended
A	7	6
B		

For candidate C, 13 votes were cast. Candidate C is Not Recommended because the candidate received 5 out of 13 votes, which is not a majority.

For Candidate D, 8 votes were cast. Candidate D has fewer votes because several of the ballots did not check either to “Recommend” or “Not Recommend” (or checked “Abstain” if such an option is available) and are, therefore, considered non-votes. A blank ballot, or one where “Abstain” is selected, is counted as a non-vote. Candidate D is Recommended because the candidate received 5 out of 8 votes cast, which is a majority.