Student Advisory Board election rules

* Members should be two representatives from each of the following groups:
	+ SLP graduate program
	+ AuD graduate program – one first year, one second year
	+ Students who hold junior status in the undergraduate program
	+ Students who hold senior status in the undergraduate program
* For undergraduates the following process will be followed
	+ The advisor will send an email announcement to all undergraduate students soliciting nominations of students who will be in the next year’s junior and the senior class
		- This will occur by the end of March each semester
	+ The current undergraduate representatives will also make an announcement about solicitation of nominations at a NSSLHA meeting and answer any questions students might have about the Board
	+ Nominations will be taken for two weeks; an email reminder will be sent out after the nominations have been open for one week.
	+ Nominations can be made by students, faculty, and supervisors. Self-nominations are also encouraged.
	+ Nominations will be taken electronically either to a general department email or through Select Survey
	+ After nominations have been closed, the current undergraduate members of the Student Advisory Board will contact all who were nominated to ensure that they are willing to serve if elected. This process should be completed within three business days after nominations are received.
	+ Elections will be held through Select Survey and will be held for two weeks.
	+ Only students may vote for members of the Student Advisory Board. Students will vote for the individuals who represent their constituency (i.e., students who will be juniors will vote for the junior representatives, students who will be seniors will vote for the senior representatives)
	+ New undergraduate board members will be named before the end of each spring semester
* For graduate students the same process will be followed with the following exceptions:
	+ The AuD student elected as the first year representative will continue as the second year representative. No election will be required for this representative in the second year.
	+ If, however, the first year AuD representative is unable to continue for a second year, or otherwise resigns from the position, then the election procedure will be identical to that of all the other graduate representatives.
	+ Nominations will be taken during the first week of the fall semester
	+ The nomination period will be one week in duration
	+ Graduate representatives will contact the students who have been nominated from their respective groups (i.e., SLP and AuD) to ensure that they are willing to serve if elected
	+ The election period will be one week in duration