

## **Ordinance 5**

The Council: Non-academic Staff Nominated Member

**Approving Body:** Council

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**Policy Owner:** University Secretary

**Policy Officer:** Deputy Secretary

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## Ordinance 5 The Council: Non-academic Staff Nominated Member

- 1. Pursuant to the Charter, Section 9.4, the Non-Academic Staff nominated member upon the Council shall be appointed in the following manner.
- 2. The normal period of office shall be three years. The individual is eligible for reappointment normally for one further period of up to three years. There will be no automatic reappointment and the process outlined in Section 3 below will be followed should the current member wish to stand for a second term, including if relevant an election process. Any individual who is successful in obtaining a second term will then be ineligible for further reelection in the same category of membership until a period of three years has elapsed.

## 3. Appointment Process

- a. When a vacancy in the Non-Academic Staff nominated member is about to occur, the Secretary to the Council shall inform all members of the Non-Academic Staff currently in post of the fact and shall call for nominations.
- b. Each nomination sent to the Secretary to the Council shall be signed by a proposer and seconder and shall be accompanied by a statement by or on behalf of the candidate of willingness to serve.
- c. If more than one nomination is received, the Secretary to the Council shall arrange for a ballot of all those invited to submit nominations and the vacancy shall be filled by the candidate receiving the largest number of votes.
- d. No member of the Executive as outlined in Ordinance 16 shall be eligible to be nominated.
- 4. The result of the election shall be published by the Secretary to the Council.
- 5. The manner of the election, other than provided here, shall be at the discretion of the University Secretary.
- 6. Any casual vacancy arising shall be filled as it arises by a procedure similar to that specified above. Any person appointed to fill a casual vacancy shall serve for the remaining period of the vacancy arising.