

Ordinance 5

The Council: Non-academic Staff Nominated Member

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The Council: Non-academic Staff Nominated Member

1. Pursuant to paragraph 9.4 of the Charter, the Non-Academic Staff nominated member upon the Council shall be appointed in the following manner.
2. The period of office shall normally be four years. The individual is eligible for reappointment normally for normally one further period of up to four years and then be ineligible for further re-election in the same category of membership until a period of four years has elapsed.
3. Appointment Process
 - a. When a vacancy in the Non-Academic Staff nominated member is about to occur, the University Secretary (or nominee) 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 University Secretary (or nominee) 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 University Secretary (or nominee) 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. Where the ballot is to be primarily conducted by electronic means, the University Secretary (or nominee) shall make provision for members of the non-academic staff to request a ballot paper.
 - e. The University Secretary (or nominee) shall appoint two scrutineers for an election by ballot, at least one of whom shall be either an Independent Member of Council or academic staff member.
 - f. One representative of each of the recognised Trade Unions shall be invited to act as observers during the counting of ballot papers and the verification of any votes cast electronically.
 - g. 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 University Secretary (or nominee).
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.