

UNIVERSITY AND COLLEGE UNION

Procedure for election of General Secretary (applicable only in transitional year)

Approved by the Transitional Arrangements Committee, 8 September 2006

1 Returning officers

The joint presidents will act as returning officers for the election of General Secretary.

2 Notice to members

A notice will be published in October 2006 to all members and employees of the union calling for nominations of members or employees of the union for election to the post of General Secretary. The date on which this notice will be regarded as having been issued to members is 16 October 2006. Any person neither in membership of the union nor in the employment of the union on 16 October 2006 is not eligible for nomination.

3 Receipt of nominations

The closing date agreed by the Transitional Arrangements Committee for the receipt of nominations is 5pm on Friday 1 December 2006. All nominations, including all support for nominations as described in paragraph 3 below, must be formally addressed to the joint presidents and received no later than this date.

4 Nominations

4.1 Nominations for the post of General Secretary must be supported by:

- a. the identifiable signatures of at least 50 members of the union of whom not more than 25 may be members of the same branch/local association or of one of the central groups
- b. the written consent of the nominee to be a candidate
- c. written agreement to the terms and conditions as determined by the Transitional Arrangements Committee to apply to the person elected General Secretary.

4.2 A nomination may be withdrawn at any time and will then become invalid.

5 Election

5.1 In the event that there is only one eligible candidate for the post of General Secretary, that candidate will be declared elected as soon as is practicable.

5.2 In the event that there is more than one eligible candidate for the post of General Secretary a ballot of the membership will be held in February – March 2007.

5.3 The ballot will be counted by Single Transferable Vote (STV) in accordance with the method determined by the independent scrutineer.

6 Election statements

6.1 All candidates will be entitled to have published election statements, which must comply with regulations agreed by the Transitional Arrangements Committee. The deadline for the receipt of election statements is 15 December 2006.

7 Term of office

7.1 The person elected General Secretary will take office on 1 June 2007, and the term of office will be five years.