

## Election of members of Academic Staff to University Senate: FAQs

### **What governs this round of elections?**

University Regulation 9, approved by Senate and Council, covers both the election of academic staff to Senate and of Professional Support staff to Council. This is the framework used to run this election, making the process open and transparent and setting the timetable and key milestones in the election process, as well as the rules for standing and voting. The Regulation can be found [here](#).

As stated in the Regulation, candidates are not allowed to use the branding, identity or endorsement of any representative or membership group, society or body, including recognised trade unions, at any stage during the election, or to state or imply that they are standing for election on behalf of any such group, society or body. Candidates are also expected to act in a responsible, ethical and collegial way at all times during the election and are prohibited from making any explicit or implied references to other candidates as part of their campaigning which may reasonably be deemed to discredit or undermine the credibility of other candidates. Candidates are expected to ensure, as far as is reasonable, that any individuals or groups who are to be judged as supporting or representing them also abide by these principles. The schedule for the election period is as follows:

<b>Nomination Period to stand for election</b>	<b>17 May – 14 June 2024 (1700hrs)</b>	---
<b>Candidate eligibility and statement review and population of online voting system</b>	<b>w/c 17 June 2024</b>	---
<b>Election Period to vote</b>	<b>28 June – 26 July 2024</b>	The election period will run for four weeks, subject to there being no reason to halt or suspend the election.
<b>Announce election result</b>	<b>w/c 29 July 2024</b>	---
<b>New elected members' induction</b>	<b>TBC in period August - September 2024</b>	Induction to support new elected members in their role
<b>First meeting for newly elected members</b>	<b>Tuesday 15 October 2024, 14:00</b>	All candidates are asked to diarise this date so that they are able to attend the meeting if they are elected

### **Who is eligible to stand for election?**

Fixed-term and permanent academic staff are treated as one composite group for the purpose of the election, with the previous distinction between these staff categories removed. The Regulation also clarifies that the definition of staff eligible to stand/vote in the election is as follows: all members of academic staff on the following contracts - SM (Senior Management), TR (Teaching & Research), RL (Research Only) and TS (Teaching & Scholarship). It would not be advisable for individuals to stand for election where they were planning to leave the University in the near future.

### **Who is not eligible to stand for election?**

Academic colleagues holding honorary titles of the University (including Emeritus Professor, Emeritus Reader, Honorary Professor, Honorary Fellow, Honorary Visiting Professor or Honorary Visiting Fellow) are not eligible to stand/vote in the election.

In addition, academic colleagues in units that sit outside the three-faculty structure (e.g. the International Pathway College) are not currently eligible to stand as this is not accommodated in the current elected membership category which is based on faculties. However, the Senate constituency now provides for one member to be elected by/from such staff and a separate election is held for this purpose.

### **How many elected academic staff sit on Senate in total?**

Senate now has 18 elected members (divided equally 6 per faculty).

### **How many positions are to be filled at this election?**

The current election is intended to fill the following two vacancies in order to maintain balance across the three faculties:

<i>Faculty of Sciences:</i>	<i>1 forthcoming vacancy</i>
<i>Faculty of Social Sciences:</i>	<i>1 forthcoming vacancy</i>

If there are more self-nominations received than the vacancies above, an election will be held. If the number of nominations received is equal to the number of vacancies, then those individuals will be deemed to be elected unopposed (with any unfilled positions carried forward to the next election).

In the event of an election being required, eligible staff will have the same number of votes as there are vacancies (so potentially up to maximum two votes). These votes can be given to any of the candidates across the faculties (i.e. eligible staff can vote across the board, not just within their own faculty). The candidates receiving the highest number of votes ('first past the post') will be deemed to be elected to the vacant positions for their particular faculty. If there is an equality of votes between any two or more candidates, the Vice-Chancellor shall give such casting votes as may be necessary to decide who shall become a member of the Senate.

### **What is the term of office and time of appointment?**

In line with standard University committee appointments, members serve for a three-year term and are not be eligible for re-election until one year has elapsed from the end of their term of office.

### **Does the role differ from other membership categories on Senate?**

All Senate members have equal standing whether they are *ex officio* (e.g. the Pro-Vice-Chancellors, Faculty Deans etc), elected by academic staff or student representatives. Whilst being elected to Senate makes individuals 'representative' of a defined group of staff, the role is not to 'represent' in a formal sense and all members are expected to act in the best interests of the University, both individually and collectively.

### **Encouraging diversity on Senate**

Whilst this is an election and all eligible candidates are invited to stand, with the outcome determined by 'first past the post' voting, Senate is particularly keen to strengthen the diversity of its membership, and encourages individuals to stand from under-represented groups (including women, BAME, disabled, LGBT+ and gender-diverse candidates) and from the full span of academic grades.

**Likely time commitment**

Senate currently holds four formal meetings each academic year (usually in October, January, April and July). The meetings take place on Tuesday afternoons and usually last ca. 3 hours. Members are expected to prepare for the meetings by reading the agenda papers which are normally circulated a week in advance. Elected members should ensure through discussion with their line managers that they are released for attendance at Senate meetings, which might occasionally require teaching commitments to be re-scheduled by the staff concerned. All candidates are asked to note and provisionally diarise the date of the Senate meeting in October 2024 (see schedule above) so that they are able to attend if elected.

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