

University and College Union

Carlow Street, London NW1 7LH

To	UCU branch/local association secretaries
Topic	National officer and National Executive Committee elections in 2011: call for nominations
Action	Draw to the attention of members the current call for nominations
Summary	Nominations for national officer and NEC members are now open. Deadline for nominations: 5:00pm, Wednesday 17 November 2010
Contact	Kay Metcalfe, Administrator, Constitution and Committees (kmetcalfe@ucu.org.uk) Catherine Wilkinson, Head of Constitution and Committees (cwilkinson@ucu.org.uk)

Dear Colleague

CALL FOR NOMINATIONS: NATIONAL OFFICER AND NATIONAL EXECUTIVE COMMITTEE MEMBERS

This circular contains the formal notice which calls for nominations to the national officer and National Executive Committee vacancies that will exist in 2011. Please draw this to the attention of members. Nominations are now open.

The following vacancies will exist from 30 May 2011:

Officer vacancies:

- Vice-President who is a member of the higher education sector (who will become President-Elect for 2012-2013, President for 2013-2014, and Immediate Past President for 2014-2015)
- Honorary Treasurer (two year term)

National Executive Committee vacancies, all for a term of two years:

- Sixteen vacancies for geographically-elected members of the National Executive Committee (nine from the higher education sector, seven from the further education sector)
- Twelve vacancies for UK-elected members of the National Executive Committee (seven from the higher education sector, five from the further education sector)
- Two vacancies for representatives of disabled members, one to be filled from the higher education sector and one from the further education sector and at least one seat to be filled by a woman

- Two vacancies for representatives of lesbian, gay, bisexual and transgender members, one to be filled from the higher education sector and one from the further education sector
- Two vacancies for representatives of black members, at least of which must be filled by a woman.

All nomination material for these positions, as described in the calling notice, must be received by **5.00pm on Wednesday 17 November 2010**.

The full text of this notice plus nomination forms and related information can also be found at <http://www.ucu.org.uk/elections>. Paper copies of these documents can be requested from Kay Metcalfe at UCU's Carlow Street head office.

Branch and local association secretaries are asked to draw these vacancies to the attention of members. Anyone with queries about the nomination or election process should contact Kay Metcalfe (kmetcalfe@ucu.org.uk).

Yours sincerely

Alan Whitaker
President and returning officer

ELECTIONS 2010-2011 – CALL FOR NOMINATIONS:

- **National Officers**
- **National Executive Committee members**
- **UCU Scotland Officers and Executive Committee members**

In respect of the vacancies described in this election notice:

- ♣ All terms of office begin following the close of UCU's Congress meeting on 30 May 2011.
- ♣ Terms of office are for two years (with the exception of the Vice-President).
- ♣ Nomination forms and related information are available at <http://www.ucu.org.uk/elections>, or on request from Kay Metcalfe at UCU Head Office. Nomination forms for the UCU Scotland positions described in section 5 of this notice are available from Ann Cowan, UCU, 6 Castle Street, Edinburgh, EH2 3AT.
- ♣ The deadline for receipt of nominations to all vacancies in this election notice is **5:00pm on Wednesday 17 November 2010**, including the receipt of all supporting information. Nominations should be made on the appropriate form, and should be formally addressed to the President and sent to: Kay Metcalfe, Constitution and Committees Team, UCU, Carlow St, London NW1 7LH. Receipt of all nominations will be acknowledged. Nominations to the UCU Scotland positions described in section 5 of this notice should be returned to Ann Cowan, UCU, 6 Castle Street, Edinburgh, EH2 3AT.
- ♣ All candidates who submit their completed nomination not less than ten working days before the closing date for nominations, shall be informed, not less than five working days before the closing date for nominations, whether there is any defect in their nomination, including any discrepancy in the membership standing of persons providing supporting signatures.
- ♣ The date on which this notice will be regarded as having been issued to members is 7 October 2010. Any person not in membership of the union on 7 October 2010 is not eligible for nomination to the positions described in this notice.
- ♣ Eligible candidates may be nominated to more than one of the vacancies listed in this notice. Nomination to each vacancy will require a separate nomination to be submitted. Ballots to offices in this notice will be counted in the following order:
 - i Vice-President
 - ii. Honorary Treasurer
 - iii. Geographically-elected HE and FE members
 - iv. UK-elected HE and FE members
 - v. Representatives of disabled members
 - vi. Representatives of LGBT members
 - vii. Representatives of black members

and after a candidate is successfully elected, votes for that candidate will be disregarded in subsequent elections.

- ♣ Any ballots held as a result of this call for nominations will be held in February – March 2011. The deadline for the submission of election addresses for any such elections will be 5:00pm on Friday 3 December 2010.
- ♣ For these elections, the independent scrutineer appointed by the University and College Union for the purposes described in Section 49 of the Trade Union and Labour Relations (Consolidation) Act 1992 (as amended) is Electoral Reform Services, 33 Clarendon Road, London N8 0NW.

1 Officers of the Union

Two vacancies exist for Officers of the Union:

1.1 Vice-President who is a member of the higher education sector

The Vice-President will serve in that role for 2011-2012, and will serve as President-elect for 2012-2013, as President for 2013-2014, and as Immediate Past President for 2014-2015.

1.2 Honorary Treasurer for a term of two years

Support for Officer nominations

Nominations for Officer vacancies must be supported by:

- a. the signed consent of the candidate;
- b. a statement confirming the office to which the candidate wishes to stand, and their Sector;
- c. either (i) the identifiable signatures of twenty members of the union who are entitled to vote in any ballot held to fill that position, not more than ten of whom may be from the same branch/local association, or (ii) a statement signed by the Presiding Officer or Honorary Secretary of a branch/local association that the nomination has been adopted by a resolution at a quorate general meeting of that branch/local association;
- d. a statement confirming that, at the time of nomination, the candidate is in qualifying employment under rule 3.1.1, or has been in qualifying employment within the preceding 12 months.

2 Geographically-elected members of the National Executive Committee (NEC)

Sixteen vacancies exist for geographically-elected members of the NEC:

2.1 From institutions in the North West (defined by the North West Regional Development Agency)

Two members from the higher education sector

Two members from the further education sector

2.2 From institutions in the Midlands (defined by the East Midlands and West Midlands Regional Development Agencies):

Two members from the higher education sector

Two members from the further education sector

2.3 From institutions in the South (defined by the South East and South West Regional Development Agencies):

Three members from the higher education sector

Two members from the further education sector

2.4 From institutions in Wales

One member from the further education sector, who will be Vice President of UCU Wales, becoming President of UCU Wales for the second year of office.

2.5 From institutions in Scotland

Two members from the higher education sector, who will be nominated and elected as President of UCU Scotland and Honorary Secretary of UCU Scotland.

3 UK-elected members of the National Executive Committee (NEC)

Twelve vacancies exist for UK-elected members of the NEC:

3.1 Seven NEC members from institutions in the higher education sector

Of the members elected to these seats:

- ♣ At least one will be employed, or, if unemployed, have been most recently employed, in a post-1992 institution.

3.2 Five NEC members from institutions in the further education sector

Of the members elected to these seats:

- ♣ At least one will be employed, or, if unemployed, have been most recently employed, in land-based education
- ♣ At least three of these seats must be filled by women.

4 Equality Seats

Six vacancies exist for the following equality seats:

4.1 Two representatives of disabled members

One of these seats must be filled by a member from the higher education sector, and one by a member from the further education sector. At least one of these seats must be filled by a woman. Candidates standing for election to these seats must state that they are a disabled member.

4.2 Two representatives of lesbian, gay, bisexual and transgender (LGBT) members

One of these seats must be filled by a member from the higher education sector, and one by a member from the further education sector. Candidates standing for election to these seats must state that they are a lesbian, gay, bisexual or transgender member.

4.3 Two representatives of black members

One of these seats must be filled by a woman. Candidates nominated to these seats must state that they are a black member.

Support for nominations

Nominations for all seats on the National Executive Committee other than officer positions (all seats in sections 2-4 of this notice) must be supported by:

- a. the signed consent of the candidate;
- b. a statement confirming the position to which the candidate wishes to stand; their Sector; their gender; their region; any category described in paragraph 18.8.2i-18.8.2iv of the Rules that applies; and any statement as described in Rules 18.8.6i - 18.8.6iv that applies;
- c. either (i) the identifiable signatures of ten members of the union who are entitled to vote in any ballot held to fill that position, not more than five of whom may be from the same branch/local association, or (ii) a statement signed by the Presiding Officer or Honorary Secretary of a local association or branch that the nomination has been adopted by a resolution at a quorate general meeting of that branch/local association.
- d. a statement confirming that, at the time of nomination, the candidate is in qualifying employment under rule 3.1.1, or has been in qualifying employment within the preceding 12 months.

5 UCU Scotland

5.1 The following vacancies exist for Officers and Executive Committee members of UCU Scotland:

Vice president of UCU Scotland

Honorary treasurer of UCU Scotland

Equality officer

Three ordinary members of the UCU Scotland Executive Committee

These positions are for a term of two years and do not confer membership of UCU's National Executive Committee.

Nominations to these positions must be supported by:

- a. the signed consent of the candidate;
- b. a statement confirming the position to which the candidate wishes to stand;
- c. either (i) the identifiable signatures of ten members of UCU Scotland who are entitled to vote in any ballot held to fill that position, not more than five of whom may be from the same branch/local association, or (ii) a statement signed by the Presiding Officer or Honorary Secretary of a local association or branch that the nomination has been adopted by a resolution at a quorate general meeting of that branch/local association.