

## **University and College Union Rules – extract**

### **Rules relating to General Secretary election**

#### **28 General Secretary**

28.1 The General Secretary shall be the chief executive of the Union, responsible for duties specified by the Rules and Standing Orders of the Union, and duties allocated by the National Executive Committee, and shall be elected for terms of five years by the membership of the Union, under procedures agreed by the National Executive Committee.

### **SCHEDULE B**

#### **GENERAL SECRETARY: NOMINATIONS OF CANDIDATES TO STAND FOR ELECTION**

##### **1 Notice to members**

In the 12 months before the term of office of the incumbent General Secretary is due to expire, the National Executive Committee will issue a notice to all members and employees calling for nominations of members or employees of the association for election to the post of General Secretary.

##### **2 Receipt of nominations**

- 2.1 The National Executive Committee will determine a date for receipt of nominations arising out of paragraph 1 of this schedule. That date will be stated in the notice to members and will be no less than 28 days after publication of the notice.
- 2.2 All nominations will be addressed to the President and must be received at the Head Office of the Union no later than the date determined in paragraph 2.1 of this schedule.

##### **3 Nominations**

- 3.1 Nominations for election to the post of General Secretary arising out of paragraph 1 of this schedule 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 National Executive Committee to apply to the person elected General Secretary.

- 3.2 Support required for any nomination must be received by the President by the date for receipt of nominations.
- 3.3 A nomination may be withdrawn by a candidate at any time and will then become invalid.

#### **4 Election process**

- 4.1 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.
- 4.2 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.