

University and College Union

Carlow Street, London NW1 7LH, Tel. 020 7756 2500, www.ucu.org.uk

To	HE branch secretaries
Topic	Election of USS Superannuation Working Group negotiators: call for nominations
Action	Raise with HE sector conference delegates; nominations to be received by 17:00 on Monday 12 May 2025
Summary	USS Superannuation Working Group negotiators – three delegates plus two reserves - will be elected by the HE sector conference. Nominations are now called for.
Contact	Shahenda Suliman, Head of higher education (ssuliman@UCU.ORG.UK) or demservices@ucu.org.uk for nomination queries

Dear Colleague

Call for nominations: USS SWG negotiators

As previously resolved by higher education sector conference, USS negotiators are elected annually at annual HESC. These elections will take place amongst HE delegates from USS branches to the Congress and sector conferences taking place 24 – 26 May 2025.

The USS negotiating team shall be the following:

1. Chair of HEC or nominee
2. National official
3. Three delegates plus two reserves elected by and from delegates from USS branches to annual HESC.

Candidates for election in category (3) must be in active membership of USS and not already in receipt of a full USS pension.

The formula can be found at **Appendix 1**.

This circular opens nominations for election of 5 negotiators to the USS SWG.

There will be one election pool. All five positions will be elected at the same time via the application of the HESC HE UK negotiators formula (as made applicable to USS). The first three candidates elected will be the USS SWG negotiators. The next two candidates elected will be the reserves.

All delegates to HESC who meet the eligibility criteria can be nominated – including members of the Higher Education section of the National Executive Committee other than the officers.

All candidates must be active members of USS, not in receipt of a full pension and at the time of submission of nomination must be in qualifying employment under rule 3.1.1 or have been in qualifying employment within the preceding 6 months, unless a pattern of casualised work in the post-16 education sector can be proven within the preceding 24 months. Candidates must provide, as part of their nomination, evidence of their qualifying employment, normally in the form of a copy of a payslip for work carried out within the preceding 6 months, or, in the case of a member who is self-employed, evidence of payment for work carried out within the preceding 6 months, or of a pattern of casualised work in the post-16 education sector within the preceding 24 months, to be received by the deadline for nomination. Any dispute in regards to a candidate's eligibility will be referred for decision to the chair of HEC who shall be advised by the Head of Democratic Services.

NOMINATIONS OPEN: Friday 4 April 2025

NOMINATIONS CLOSE: 17:00, Monday 12 May 2025

The process is by self-nomination. If your delegate wishes to stand for one of the five positions to be elected, they should complete the [online nomination form here](#) by **17:00 on Monday 12 May 2025**. A hard copy or Word document version can be made available on request by emailing demservices@ucu.org.uk. Members can also submit proof of employment by email if preferred.

If necessary, a ballot will be held during the Congress and sector conference meetings on 24 – 26 May 2025. The electorate will be the voting delegates from USS institutions registered for and attending the HE sector conference.

Those members elected will serve until the completion of the next elections at the annual Congress meeting in 2026.

Yours sincerely

Dr Jo Grady
General Secretary

FORMULA FOR THE ELECTION OF NEGOTIATORS (applicable to USS)

- A. The total number of representatives shall be seven (including two reserves).
- B. All non-ex officio elected negotiators must be in current employment in the HE sector when elected, and in membership of USS.
- C. Two negotiators shall be ex officio; namely:
 - 1. Chair of HEC or their nominee
 - 2. National official
- D. Three negotiators plus two reserves shall be elected by a meeting of HESC.
- E. Elections to the seats in point D shall be subject to the following provisos at the time of election: that of the six lay members, at least two are women.
- F. Should circumstances arise in which a reserve is required to fill a temporarily vacant place, the Chair and Vice-Chairs of HEC collectively are authorized to determine a suitable replacement for that purpose only.
- G. The first set of elections will be held in conjunction with the conference which approves these rules. Subject to (B), all delegates to the relevant HE Sector conference shall be eligible for nomination, and all members of the current HEC. Nominations will be by self-nomination from those who are official voting delegates to the relevant sector conference.
- H. After the first election, subsequent elections of negotiators will be held at the sector conference during congress. Subject to (B), all delegates to congress within the HE Sector conference shall be eligible for nomination, and all members of the HEC which takes office immediately after congress.
- I. The formula will remain in force unless and until modified by a motion to HESC passed by a simple majority.

This is the formula for the UK HE negotiators, which is the formula agreed to apply, amended in points A-E to reflect the circumstances of the USS negotiator positions.