

University and College Union

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

To	HE & FE Branch and local association secretaries
Topic	Calling notice for Climate and Ecological Emergency Annual Meeting Wednesday 3 December 2025.
Action	To submit names of delegates for the Climate & Ecological Emergency Annual Meeting, motions for the meeting and nominations for the Climate & Ecological Emergency Committee
Contact	Marianne Quick, mquick@ucu.org.uk

Dear Colleagues,

The UCU Annual Meeting for Climate and Ecological Emergency will be held on **Wednesday 3 December 2025** online via Zoom from 11.00am to 4.00pm.

The annual meeting will advise and make recommendations to the climate and ecological emergency committee and National Executive Committee on matters relating to climate and ecological emergency and environmental sustainability.

The meeting will hear reports on the work of UCU in relation to the climate and ecological emergency, discuss motions submitted by branches and local associations. There will also be plenty of opportunity to network with colleagues.

Registration – deadline 18:00, Monday 24 November 2025

Members with an interest in furthering the union's work on climate and ecological emergency may register to attend the meeting.

To register, click on the below link: <https://ucu.wufoo.com/forms/climate-ecological-emergency-annual-meeting-25/>

There will be an e-mail confirmation automatically sent out after registration is complete.

The deadline for registration is Monday 24 November.

Once registered, if delegates are unable to attend, individuals or Branch secretaries / LA presidents are asked to **cancel registration**, by notifying the Conference Officer as soon as possible.

Access Requirements

If members have any specific access requirements (e.g., large print documents, captions, etc.) please provide us with full details on the relevant section of the registration form to ensure that we can make suitable arrangements to accommodate members' requirements. Alternatively, please contact Sue Bajwa directly.

Delegate Mailing

All relevant papers will be e-mailed no later than Wednesday, 26 November to all delegates. The zoom link to join the meeting will be emailed separately the day before the conference.

IF YOU HAVE ANY ENQUIRIES REGARDING REGISTRATION, PLEASE CONTACT:

Sue Bajwa - Conference Officer sbajwa@ucu.org.uk

Nominations to the Climate & Ecological Emergency Committee - deadline 17:00 Wednesday 19 November 2025.

Each year, representatives attending the Climate & Ecological Annual Meeting will elect four members to serve for a period of two years immediately following the annual meeting.

The Climate & Ecological Emergency Committee will advise and make recommendations to the National Executive Committee on any issues specifically related to the climate and ecological emergency and environmental sustainability.

The committee will meet three times a year and committee members will have their expenses paid.

Each branch/local association can nominate one person to the committee. Nominees to this committee must be in good membership standing and 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.

Please complete the nomination form by clicking on the following link:

<https://www.ucu.org.uk/climateEmergencyMeeting> and downloading the relevant form (or the attached form) and **return by (the latest) Wednesday, 19 November 2025.**

Submission of motions – deadline 5pm Wednesday, 12 November

HE Branches/local associations can submit up to 3 motions for consideration to the annual meeting, limited to matters of climate and ecological emergency and environmental sustainability and not matters relevant to UCU members more generally.

Please complete the form for submission of motions by clicking on the following link <https://www.ucu.org.uk/climateEmergencyMeeting> and downloading the relevant form (or the attached form) and **return by Wednesday 12 November.**

IF YOU HAVE ANY ENQUIRIES REGARDING COMMITTEE NOMINATIONS OR SUBMISSION OF MOTIONS PLEASE CONTACT: demservices@ucu.org.uk

I hope you will make every effort to encourage members to attend the **climate and ecological emergency annual meeting.**

Yours sincerely

Dr Jo Grady
General Secretary

FORM FOR NOMINATION TO THE CLIMATE AND ECOLOGICAL EMERGENCY COMMITTEE

1 Vacancies to which nominations are sought

The following vacancies exist on the Climate and Ecological Emergency Committee from the close of the Climate and Ecological Emergency annual meeting in 2024:

4 vacancies for a term of two years

1 x vacancies for a term of one year

Nominees must be in good membership standing and 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.

Each branch may nominate one member to the committee. (Each nomination should be made on a separate form.) Nominations submitted by branches/local associations must have been approved either by a quorate branch meeting, or by a quorate branch committee meeting. The secretary of the branch/local association will confirm that nominations submitted have received such approval.

2 Submission of nominations

This nomination form has two sections:

Section 1 should be completed by the nominee and includes declarations about eligibility to stand for the committee, and the opportunity to submit 150 words in support of the nomination.

Section 2 should be completed by the branch officer who is confirming the branch's nomination and asks how the nomination was approved.

Both the branch secretary (or other local officer) and the nominee must sign this form where indicated. If necessary, the relevant parts of the form can be returned separately by the nominee and branch officer. (**An electronic signature or a photo of the signatures must be provided**)

Completed nomination forms (including nominees' brief notes in support of their nomination) must be received by **17:00, Wednesday 19 November 2025**. . Nominations should be submitted by email **demservices@ucu.org.uk**.

Receipt of all nominations will be acknowledged to both the nominee and the branch officer signing the form. If you do not receive acknowledgement, please email **demservices@ucu.org.uk** **before** the deadline.

UCU cannot accept responsibility for nominations not received due to a failure of electronic communication and nominees and branch officers are urged not to leave submission to the last minute.

3 Declaration – qualifying employment

At the time of nomination, candidates must be in qualifying employment, or if not in employment, 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 within the preceding

Nomination to the climate and ecological emergency committee

Section 1: To be completed by the nominee

Name:
UCU membership number:
Branch/local association:
Contact address
Email address:
Telephone number:
Declaration – eligibility for nomination
a. I confirm that I am in good membership standing, <i>and</i>
b. I confirm that I am in employment that qualifies me for membership of UCU (as defined in UCU 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
Signed
<i>(Under the committee's standing orders, these criteria must be fulfilled for a member to be eligible for nomination.)</i>

Nomination to the climate and ecological emergency committee

Section 1 (continued)

Notes in support nomination (to be provided by the nominee)

Nominees are asked to submit a maximum of 150 words brief notes of past service and special interests, in support their nomination. Responsibility for the content and accuracy of these notes rests entirely with the nominee.

Consent of nominee

I confirm that I consent to be nominated to the climate and ecological emergency committee, and to the publication of my brief notes of past service and special interests to branch/LA secretaries and to delegates attending the national annual meeting, and understand that if elected to this committee, my name and institution may be displayed on the UCU website.

Signed.....

Date:

Nomination to the climate and ecological emergency committee

Section 2: to be completed by the branch officer

Name:
UCU membership number:
Branch office held:
E-mail address:
Telephone number:
Name of nominating branch:
Declaration of approval of nomination I confirm that the nomination of (insert name of nominee): to the climate and ecological emergency committee has been approved, in accordance with the branch's local rules, by (please indicate which): <input type="checkbox"/> a quorate general branch meeting <input type="checkbox"/> a quorate branch committee meeting Date of meeting..... Signed
Date:

Climate & Ecological Emergency Annual Conference

FORM FOR THE SUBMISSION OF MOTIONS

1 About the submission of motions

This form should be used by a branch secretary (or other branch officer) to submit motions to the climate & ecological emergency annual meeting 2025.

Each branch may submit up to three motions to the meeting. Motions are limited to issues specifically related to the climate and ecological emergency and environmental sustainability. Motions must be approved in accordance with a branch's local rules, and with the annual meeting's standing orders, as set out in the form below.

The deadline for the submission of motions is 17:00 on Wednesday 12 November 2025. Motions should be by email demservices@ucu.org.uk. **Motions sent by email, if not sent on this form, must include all the information requested on this form,** though it is not necessary to include a scanned signature with motions sent directly by email.

Receipt of motions will be acknowledged. If you do not receive acknowledgement, please email demservices@ucu.org.uk **before** the deadline.

2 Submission of motion

Name of submitting branch officer:
UCU membership number:
Branch office held:
E-mail address:
Telephone number:
Name of submitting branch:
<i>Continued overleaf</i>

Declaration of approval of motion(s)

I confirm that this motion/these motions to the climate & ecological emergency annual meeting have been approved, in accordance with the branch's local rules, by (please indicate which):

- ☐ a quorate general branch meeting
- ☐ a quorate branch committee meeting

Date of meeting.....

Signed.....

Date:

Text of motion(s)

Motion may be given a title. There is no word limit for motions, but branches are reminded that the word limit for Congress motions is 150 words (plus 10 word title), which provides a useful guide.