

Ordinance XI

Elections of Members to the Council

1. Section 1 (B) of Statute I states that of the membership of the Council:

ii) two shall be members of the academic staff of the University appointed by the Council on the recommendation of a Committee or Sub-Committee of the Council established under the provisions of paragraph 7 of this Statute.

iii) one shall be a member of the academic-related staff of the University appointed by the Council on the recommendation of a Committee or Sub-Committee of the Council established under the provisions of paragraph 7 of Statute 1.

iv) one shall be a member of the non-academic staff of the University appointed by the Council on the recommendation of a Committee or Sub-Committee of the Council established under the provisions of paragraph 7 of Statute 1.

Section 1 (B) also provides that the procedures for the appointment of members may be determined by Ordinance.

2. The following procedures will be followed in the appointment of those members provided for at Statute 1, (B), ii), iii) and iv)

(a) Staff will be invited to apply through an application process held from time to time but not less than once every four years.

(b) Applications received shall be considered by a Committee established under the provisions of Statute 1, Section 7 and Ordinance XXI. Those applicants considered by the Committee to be eligible will then be subject to election by all members of the appropriate staff category (academic, academic-related or non-academic)

3. In the elections referred to in paragraph 2, the procedures set out below shall be followed:

(a) A Returning Officer shall be appointed by the Council. The Returning Officer, normally The University Secretary shall, if unable to act, appoint a deputy to act in his or her place.

(b) Voting shall be by secret ballot, in accordance with the single transferable vote system.

- (c) The Returning Officer shall send to each elector a notice indicating:
 - i) whether elections are required under this paragraph;
 - ii) the number of persons to be elected in each category;
 - iii) a list of candidates;
 - iv) a Voting Paper or electronic equivalent;
 - and
 - v) notification of the date, to be determined by the Returning Officer, being not less than seven days after the date of the distribution of the Voting Paper, or electronic equivalent, by which Voting Papers are to be returned. This date shall be regarded as the date of the election.
 - (d) Completed Voting Papers shall be sent to the Returning Officer so as to reach him or her not later than the date of the election. All Voting Papers sent to the Returning Officer shall be enclosed in an envelope which shall bear on the outside the words 'Voting Paper'.
 - (e) The Returning Officer shall publish in a public place or places within the University not later than seven days after the conclusion of the ballot, the names of those candidates who have been elected.
 - (f) The accidental omission to send a voting person entitled to receive such a paper shall not invalidate the ballot.
 - (g) The Returning Officer may decide to conduct any election called under the provisions of this paragraph by electronic means only.
4. Where a casual vacancy occurs among members elected under subsections Statute 1 (B) ii), iii) or iv) it shall be filled at a by-election held as soon as possible after commencement of the vacancy or at such date as the Council may determine. The procedures set out in this Ordinance shall be followed. The returning officer may decide to conduct any election called under the provisions of this paragraph by electronic means only.
5. In the event of any dispute as to the interpretation of this Ordinance or the method of implementing the procedures there set out, the decision of the Returning Officer shall be final.
6. The period of office for members elected at by-elections under paragraph 4 of this Ordinance shall run for the unexpired portion of office of their predecessors.
7. Persons elected under this Ordinance may resign in writing to the Council.