



UNIVERSITY SENATE STANDING ORDERS

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1. INTRODUCTION

1.1 Commencement and Duration

The Standing Orders for the governance of the business and proceedings of the University Senate have been drawn up in accordance with Part 6 of the Glasgow Caledonian University Order of Council 2010 (as amended by the Glasgow Caledonian Amendment Order of Council 2020) which states that the that the proceedings of Senate are to be regulated by a scheme made by Senate and approved by the University Court. They come into effect and will apply from the date of approval by the University Court and they will remain in force until varied or revoked by the University Court.

1.2 Application of Standing Orders

The Standing Orders shall apply to all meetings of Senate, including virtual meetings, and shall, subject to a resolution for suspension, remain in force unless and until they are varied or revoked under the provisions set out in section 1.4.

Unless otherwise stated, the Standing Orders will apply to the operation of Senate Standing Committees and School Boards and shall, subject to a resolution for suspension, remain in force unless and until they are varied or revoked under the provisions set out in section 1.4.

1.3 Implementation and Interpretation of Standing Orders

The Chair of Senate is responsible for ensuring that the business of Senate is conducted in accordance with the Standing Orders. In cases where the interpretation of any part of the Standing Orders is the subject of dispute, the Chair shall decide the correct interpretation. However, if any two members are dissatisfied with the Chair's ruling, they may request that the matter be formally placed on the agenda for discussion and decision at a subsequent meeting. The matter which gave rise to the dispute over interpretation shall normally be held over until the final definitive interpretation has been agreed by Senate.

1.4 Amendments to Standing Orders

A proposal may be made to amend any provision in the Standing Orders after a motion to that effect has been passed by a majority of two-thirds of all members present and entitled to vote. Details of the proposed amendment must be notified to all members at least five working days before the meeting at which the proposed amendment is to be discussed. Amendments to the Standing Orders must be submitted to Court for approval in accordance with Part 6 of the Glasgow Caledonian University Order of Council 2010 (as amended by the Glasgow Caledonian Amendment Order of Council 2020) and will come into effect at the first meeting of Senate after having been approved by Court.

1.5 Suspension of Standing Orders

In cases of urgency, any Standing Order (other than paragraph 1.4, amendments to standing orders and paragraph 4.3 quoracy) may be suspended at any meeting of the Senate, so far as it refers to any business at such a meeting, provided that two-thirds of the members present and eligible to vote agree. A motion to suspend any part of the Standing Orders must state the period for which suspension is being moved.

1.6 Review of Standing Orders

These Standing Orders shall be kept under review to ensure that they continue to support effectively the workings of the Senate. Standing Orders shall be formally reviewed at least once every five years.

2. CHAIR AND VICE-CHAIR OF SENATE

2.1 Chair of Senate

The Vice-Chancellor is Chair of the Senate in accordance with Part 6 of the Glasgow Caledonian University Order of Council 2010 (as amended by the Glasgow Caledonian Amendment Order of Council 2020).

2.2 Appointment of Vice-Chair of Senate

A Vice-Chair of Senate shall be appointed annually, at the first meeting in the academic year, by and from the members of Senate, on the advice of the Chair of Senate. The Vice-Chair of Senate will chair meetings of Senate in the absence of the Chair of Senate.

2.3 Duties of Chair of Senate

2.3.1 To draw up the agenda in consultation with the Clerk to Senate.

2.3.2 To determine whether or not a meeting is properly constituted and quorate.

2.3.3 To ensure proceedings are conducted in accordance with the Standing Orders and to decide on points of order.

2.3.4 To advise whether proposed motions and amendments are in order and, in the event of dispute, to call for a vote on the matter.

2.3.5 To confine discussion within the scope of the meeting and within reasonable time limits whilst ensuring that sufficient opportunity is given to members who wish to express their views on the subject under discussion.

2.3.6 To ascertain that all Senate business has been completed before declaring the meeting closed.

2.4 Delegation of Powers

The Chair is authorised to act on behalf of Senate during the vacation, and at other times, to deal with urgent business which requires a formal decision before the next available meeting of Senate, subject to a report of any action being submitted to the next ordinary meeting of Senate for homologation. In all cases, Senate shall be ultimately accountable and shall accept corporate responsibility for actions taken. This Delegation of Powers is normally referred to as Chair's Action.

3. MEETING ARRANGEMENTS

3.1 Calendar of Meetings

At the penultimate scheduled meeting of each session, the Clerk to Senate will submit a calendar of meetings for Senate and its Standing Committees for the subsequent session. Once approved by Senate, the Clerk will arrange the publication of the calendar. Any subsequent changes to the Calendar of meetings will be notified to relevant Senate/Standing Committee members only.

3.2 Ordinary Meetings

Senate shall meet not less than four times in each calendar year.

3.3 Notice of Meetings

Seven working days' notice of all ordinary meetings of Senate shall be given by the Clerk to Senate specifying the date, time and place of the meeting together with the business to be transacted. The Chair of Senate may in special circumstances (of which the Chair of the Senate shall be the sole judge) alter the date and/or time of any ordinary meeting of the Senate. At least seven days' notice shall be given of any alteration to the date of an ordinary meeting of Senate.

For Standing Committees and School Boards, five working days' notice of all ordinary meetings shall be given by the relevant clerk, specifying the date, time and place of the meeting together with the business to be transacted.

3.4 Extraordinary Meetings

3.4.1 The Clerk to Senate, on the instruction of the Chair of Senate, may convene an extraordinary meeting with less than seven days' notice, but no resolution passed at such a meeting shall be valid unless two thirds of the current membership of the Senate has voted in favour of it, or unless it is confirmed at a subsequent meeting of the Senate on the usual notice being given. An extraordinary meeting shall take place normally within 21 days after the receipt of such a request. Where it is not possible to adhere to this timescale, an explanation will be given.

3.4.2 The conduct of an extraordinary meeting of Senate will be governed by the procedures set out in these Standing Orders except that (a) the meeting shall not be competent to transact any business other than that mentioned in the notice or arising directly from the meeting and (b) the approval of the minutes of the previous ordinary meeting and matters arising are not normally dealt with at such meetings.

3.5. Agenda and Papers

3.5.1 The Clerk to Senate should be notified of matters proposed for inclusion on the agenda not less than fifteen clear working days before the scheduled date of the meeting. The clerk to standing committees and School Boards should be notified of matters proposed for inclusion on the agenda not less than ten clear working days before the scheduled date of the meeting.

3.5.2 Papers for consideration by Senate will normally have been discussed by the appropriate Senate Standing Committee and/or the University Executive Board before being accepted as agenda items. At the discretion of the Chair, the agenda may also include items originating elsewhere. The advice of the Clerk to Senate should be sought in the first instance.

3.5.3 Papers to be considered at a meeting must normally be submitted to the Clerk to Senate in electronic format, with the correct Executive Summary Sheet, not less than fourteen working days before the date of the meeting at which they are to be considered. For standing committees and School Boards, this timeframe is eight days.

3.5.4 The draft Senate agenda will normally be circulated electronically ten working days before the meeting and the final agenda and papers for the meeting will normally be available electronically not less than seven working days before the date of the meeting. There is no requirement to circulate draft agendas for standing committees or School Boards.

3.5.5 Oral reports may be made to Senate only in exceptional circumstances and with the prior approval of the Chair.

3.5.6 Late or tabled papers at Senate will be accepted at the sole discretion of the Chair.

3.5.7 Any member wishing to raise an item of relevant business not on the agenda, may do so providing written notification of the item, formally supported by at least five other members of Senate, is received by the Chair or Clerk to Senate no later than forty-eight hours before the meeting. Where such notification is not given the matter may exceptionally be included in the business of the meeting at the sole discretion of the Chair.

3.5.8 The business of Senate will be identified on the agenda as follows:

- Part A - items for consideration and discussion

- Part B - items for formal decision or approval, with whatever level of discussion is appropriate
- Part C - items for information

At the start of the meeting, members of the Senate will have an opportunity to propose that any item from Part C of the agenda be raised to Part A with the agreement of the Chair.

3.5.9 Wherever possible, members of the Senate should seek any factual information they may need, or notify the Clerk of any apparent errors in papers, before the meeting itself so that clarification may be provided either in advance of the meeting or through a prepared response at the meeting.

3.6 Reserved Business

There will be provision on the Senate agenda for reserved business where matters of a sensitive and/or confidential nature, on the advice of the Chair, require consideration. Reserved business will be minuted separately and will not be included in the wider circulation of the minutes. Observers may be required to leave when reserved business is being discussed. If the Chair permits observers to remain, they will be bound by the same requirement for confidentiality as Senators themselves.

3.7 Members' Attendance at Meetings

Members should endeavour to attend all meetings. On an exceptional basis, and by prior arrangement with the Chair of Senate, a voting nominee may be appointed to cover the absence(s) of any member of Senate for one or more meetings. However, normally absences will be covered by non-voting observers who, at the Chair's discretion to be sought in advance of the meeting, may have the opportunity to contribute to the discussion.

3.8 Attendance of Non Members and Observers

The Chair may invite named individuals to attend a particular meeting either for the whole of the meeting or for specific items. Such attendees shall have the right to speak when invited, but not to vote. On the day that the agenda and papers are available to Senators, the Clerk to Senate will issue an invitation to all members of staff and governors of the University Court, who are not themselves members of Senate to apply to attend Senate as an observer. Observers are not normally expected to speak but may be invited to do so by the Chair as appropriate. Observers are not permitted to vote. The number of observers will be normally be restricted to a maximum of 10, with a ballot if applications exceed that number. The presence of attendees and observers must be reported to Senate at the beginning of the meeting. In exceptional circumstances, such as an unavoidable change of venue, it may prove necessary to limit further the number of observers or it may even prove impossible to accommodate observers at all.

There is no requirement to invite observers to standing committees or School Boards.

3.9 Virtual Meetings

Where necessary, and on an exceptional basis, the holding of virtual meetings of Senate will be permitted. The Chair, following consideration with the Clerk to Senate and other University staff as appropriate, will decide on the most appropriate platform for any virtual meeting, taking cognisance of any risks associated with virtual meetings. There may also be circumstances that require Senate meetings to be held both in person and virtually.

3.10 Electronic Approval

On occasion there may be a need to refer a matter to Senate for approval between scheduled meetings but neither the use of the Chair's delegated power (see 2.4) or an Extraordinary meeting (see 3.4) is deemed appropriate. This may be because the matter for approval is a formality which, while not expected to require discussion, needs a formal Senate decision; or where the significance of the decision is such that it is better presented to Senate at the time rather than for post hoc homologation. Frequently, such matters will already have been raised with Senate at a scheduled meeting and may have been approved in principle pending additional information or clarification. In such circumstances, the Senate may receive and approve a formal proposal electronically.

4. CONDUCT OF MEETINGS

4.1 Order of Business

The business of Senate shall proceed in accordance with the agenda except that, with the agreement of members present, the Chair may vary the order of business specified.

4.2 Deferment of Items

An item of business may be deferred where one of the following conditions is met: (a) Senate receives a request to this effect from the Chair of the Committee or the individual with whom the item originated; or (b) a vote in favour of deferring the item is taken by Senate; or (c) the Chair makes such a ruling subject to deferment being normally for not more than one meeting. In the last case the Chair's decision is final. A case for a longer deferment may be made by the Chair and accepted by Senate.

4.3 Quorum

The quorum for meetings of Senate, is 50% of the total membership, excluding any vacancies. In the event of a quorum not being present ten minutes after the appointed time for a meeting or if a meeting becomes inquorate during the meeting, the Chair will determine whether to

- a) reconvene the meeting to a time and place to be determined;
- b) to defer all business on the agenda to the next scheduled meeting; or

- c) continue with that element of the agenda that does not require formal approval and defer consideration of any business requiring formal approval.

Where there is urgent business to be approved that cannot wait until a reconvened meeting, this may be considered after the inquorate meeting either electronically, with appropriate arrangements made by the Clerk to Senate, or by Chair's Action (see 2.4 above).

4.4 Disclosure of Interest

4.4.1 A member of the Senate who has a family, pecuniary or other personal interest in a matter under discussion at any meeting of the Senate shall as soon as practicable disclose the fact of their interest to the meeting. The Senate must then determine whether that member may be present during any discussion or participate in a decision relating to that matter.

4.4.2 Any such declarations of interest shall be recorded in the minutes.

4.5 Conduct of Debate

4.5.1 When speaking, a member shall address the Chair. The speech shall be directed to the question and discussion in hand or to a point of order or a point of explanation. No fixed time limits are set either to the length of speeches or the number of times a member may speak, but members should bear in mind the need for conciseness and relevance and gauge the number and duration of their interventions accordingly.

4.5.2 To facilitate the efficient conduct of the meeting, a member of Senate should ask a question only on a point which is included on the agenda, or arises from matters under consideration, or relates to procedure. Where an oral answer cannot be conveniently or properly given, a written answer shall be circulated to Senate or a response given through a Secretary's note in the minutes of the meeting.

4.5.3 The Chair is responsible for ensuring that all members have adequate opportunity to be heard but may draw the attention of any member to the need for conciseness, or indicate that their contribution should be brought to a close. The Chair may call to order any member who it is considered has strayed from the matter under consideration.

4.5.4 An individual member of Senate or a group of individual members of Senate shall have the right to have their views on a particular issue(s) recorded in the minutes of the meeting.

4.5.5 Agreement of items considered under Part B, for formal decision, will be demonstrated by a show of hands by Senate members, to indicate active majority approval/endorsement of the item of business. This is not a formal

vote, the procedure for which is outlined at 4.10 below. There is no requirement to follow this process for standing committees or School Boards.

4.6 Consideration of Policy Papers

Policy papers will normally be referred to the relevant Standing Committee or Board if the view of Senate is that further consideration is necessary. The Chair of Senate may require the relevant member of the University Executive to make any appropriate interim arrangements which will be reported to the relevant Standing Committee or Board.

4.7 Confidentiality

4.7.1 The University adheres to the principles of openness and transparency in the dissemination of information throughout the institution. However, there are occasions where a topic discussed at Senate is such that confidentiality must be observed.

4.7.2 It is essential that all members respect the confidentiality of sensitive information held by Senate within the parameters of the Freedom of Information (Scotland) Act 2002, the Freedom of Information Act, when relevant, General Data Protection Regulation (GDPR) and the Data Protection Act 2018. This includes commercially sensitive information, personal information and information received in confidence by the organisation. If a Senate paper is labelled "Confidential" it is not for discussion out with Senate. Documents and papers not labelled "Confidential" may be discussed out with Senate by members of Senate and their constituencies. If a member of Senate is uncertain about the status of any information, they should seek the advice of the Clerk to Senate.

4.8 Suspension of Members

If any member of the Senate disregards the authority of the Chair of Senate, obstructs the meeting or, in the opinion of the Chair, conducts themselves offensively or disruptively at the meeting, the Chair may move that the member be suspended for the remainder of the meeting, in which case a motion to that effect shall be made and seconded without discussion and forthwith put to the meeting.

4.9 Adjournment of Meetings or Debate

4.9.1 A meeting may be adjourned until a specified date (which may be at any time before the next scheduled meeting): -

- i. By a motion duly proposed by a member of Senate, which is seconded and accepted by a majority of the members present.
- ii. By action by the Chair. Any two members may, however, object to the Chair's action in which case the Chair must put the question of

adjournment of the meeting for decision by the meeting. If accepted by a majority of the members present, the meeting will be adjourned.

- iii. If there is not a quorum in accordance with section 4.3 of the Standing Orders.
- 4.9.2 When a meeting is adjourned temporarily for a brief period for convenience, emergency or other cause, no special procedures are required when the meeting resumes on the same day. The remaining business shall be dealt with as if the meeting had been continuous.
- 4.9.3 When a meeting is adjourned to continue on another day, the Clerk to Senate shall give three working days' notice of the reconvened meeting. At the reconvened meeting only the unfinished business for which the original meeting was called shall be transacted.
- 4.9.4 At the discretion of the Chair, when there are no matters of urgency to be resolved, the unfinished business may be referred to the next ordinary meeting of Senate when it shall normally take precedence over other business except for the confirmation of the minutes of the previous meeting.

4.10 Voting

- 4.10.1 A vote may be initiated on a topic under discussion by:
- i. the Chair; or
 - ii. any two members may demand that a vote by show of hands be taken on an issue under discussion. The Chair must then determine the wish of members present, by vote or otherwise, as to whether or not a vote on the item should be taken at that juncture.
- 4.10.2 No vote shall be taken, and no decision reached, on an item which is not part of the circulated agenda unless the Chair accepts an item as urgent business.
- 4.10.3 Voting will normally be by a show of hands, but a written ballot shall be held if two-thirds of those members present request it. Motions and amendments shall be decided by a simple majority of members present and voting at a quorate meeting, except for proposed amendments to the Standing Orders which must be accepted by a majority of two-thirds of the members present and entitled to vote (paragraph 1.4 of the Standing Orders).
- 4.10.4 The Chair, ex-officio members, elected academic staff members, and elected student members have the right to vote. On an exceptional basis, and by prior arrangement with the Chair of Senate, a voting nominee may be appointed to cover the absence(s) of a member of Senate for a meeting(s) (section 3.7 of the Standing Orders). Officers in attendance and observers do not have the right to vote.

4.10.5 Where the number of votes cast for and against a proposal is equal, the Chair may either:

- i. exercise a casting vote (in addition to their deliberative vote); or
- ii. require further discussion to be followed by a second vote; or
- iii. adjourn the discussion of the item until the next scheduled meeting when a further vote will be taken.

4.10.6 Any member taking part in a vote may require their dissent to be recorded in the minutes of the meeting.

4.11 Motions and Amendments

4.11.1 A motion may be made at any time by any member on any issue under discussion, but it must be seconded before being put to Senate for acceptance or rejection by vote.

4.11.2 An amendment may be proposed by any member before the motion is voted upon, but it must be seconded before being put to Senate for acceptance or rejection.

4.11.3 Every motion or amendment shall, unless notice has already been given, be handed to the Chair of Senate in writing, unless the Chair of Senate permits such motions and amendments to be proposed orally.

4.11.4 Only one amendment may be moved and discussed at a time, and no further amendment shall be moved until the amendment under discussion has been disposed of. The amendment must be disposed of before the meeting votes on the amended motion.

4.11.5 If an amendment is lost, other amendments may be moved on the original motion or proposal. If an amendment is carried, the motion as amended shall take the place of the original motion and shall become the substantive motion upon which any further amendment may be moved.

4.11.6 Notice of all amendments must be given before voting begins after which no further amendments shall be moved.

4.11.7 Discussion of a particular question may be delayed either for a specified time (e.g. until the next meeting) or indefinitely by either:

- i. a motion to do so duly proposed, seconded and accepted by the members present; or
- ii. action by the Chair, on the grounds that Senate needs more information or that more discussion is required outside Senate; any two members may then object to the Chair's action, and the Chair must then put the question of adjournment of debate for decision by the

meeting. If accepted by the members present, the debate on the specific issue will be adjourned.

4.12 Rescinding or Varying Decisions

A decision of the Senate shall continue to be operative and binding until varied or rescinded, but no motion to vary or rescind any decision made within the preceding twelve months shall be competent except with the consent of two thirds of the members present and voting at a quorate meeting. However, it shall be competent to deal with the subject matter afresh without two thirds consent where the Chair is satisfied that a material change of circumstances has occurred.

4.13 Minutes and Actioning of Senate Decisions

4.13.1 The Clerk to Senate will prepare draft minutes of each meeting and will submit the draft to the Chair for consideration. Draft minutes shall be clearly marked "Unconfirmed Draft".

4.13.2 Unconfirmed draft minutes of each meeting will be circulated to Senate members for approval as a true record and any proposed amendments agreed, in advance of the next meeting. The minutes will then be submitted to the next meeting as approved.

4.13.3 Proposals accepted at a meeting do not officially become decisions until after the approval of the minutes of that meeting. However, persons responsible for implementing any proposals may normally, with the Chair's authority, proceed to implementation immediately after the acceptance of the proposals by Senate and before the relevant minute has been approved formally at the subsequent Senate meeting.

4.13.4 The Clerk to Senate is responsible for ensuring that decisions taken by Senate are formally notified to those individuals and/or bodies responsible for implementation.

4.13.5 Copies of the approved minutes of Senate are lodged in the University Library and are published on the University website.

5. CLERK TO SENATE

The Clerk to Senate has the right to speak on any matter under discussion but does not have voting rights. The Clerk has the following key responsibilities:

- i. To assist the Chair in the conduct of the business of Senate.
- ii. To receive papers for presentation to Senate.
- iii. To circulate the agenda and relevant papers to members.
- iv. To prepare Senate minutes.

6. COMPOSITION OF SENATE

6.1 Composition of Senate

The composition of Senate is prescribed in Part 6 of the Glasgow Caledonian University Order of Council 2010 (as amended by the Glasgow Caledonian Amendment Order of Council 2020).

Membership of Senate must be compliant with the Higher Education (Scotland) Act 2016 which requires that at least 51% of Senate membership to be composed of elected, academic staff and students, and for at least 10% of the total membership to be elected students.

The membership of Senate comprises:

Members ex-officiis (19):

Principal and Vice Chancellor
Deputy Vice Chancellor Strategy
Deputy Vice Chancellor Learning, Teaching and Student Experience
Vice Principal and PVC Research
Vice Principal Governance
Director of Learning and Teaching
Director of Graduate School
Deans of School (3)
Heads of Academic Departments (9 – 3 *from each School*)

Elected Academic Staff Members (20):

- Glasgow School *for* Business and Society (5)
- School of Computing Engineering and the Build Environment (6)
- School of Health and Life Sciences (7)
- GCU London (1)
- Academic staff not in Schools (1)

Elected Student Members (6):

To include the President of the Students' Association and elected students who the Association considers represents the interest of all students.

6.2 Period of Office of Elected Academic Staff Members

The period of office of elected members is set out in Part 6 of the Glasgow Caledonian University Order of Council 2010 (as amended by the Glasgow Caledonian Amendment Order of Council 2020). Members elected from amongst academic staff will hold office for such a period, not exceeding four years, as may be determined by the University Court and are eligible for re-election on the expiry of a period of office for one further period office not exceeding four years.

6.3 Appointment and Period of Office of Academic Heads of Departments

The Senior Management Group of each academic School must elect annually, three Academic Heads of Departments to serve as ex-officio members of Senate. The election must be held via secret ballot, with the Dean of the School as Returning Officer. The term of office for Academic Heads of Department is one year, with each Head of Department eligible to stand for re-election. Elections for the forthcoming academic year should normally be completed no later than the end of May, save in the exceptional circumstances of a vacancy arising unexpectedly, and the results should be reported to the last scheduled meeting of Senate in the academic year.

6.4 Composition of Standing Committees and School Boards

The composition of standing committees and School Boards is determined by each individual standing committee and approved by Senate. Any change to the composition must be agreed by the standing committee or School Board and submitted to Senate for approval.

7. PROCEDURE FOR NOMINATING AND ELECTING ACADEMIC STAFF MEMBERS OF SENATE

7.1 General Requirements

7.1.1 The procedure for nominating and electing academic staff members of Senate, is detailed in the [“Senate, Standing Committee and School Board Staff Nomination and Election Rules”](#) as approved by Senate and available on the University website. An academic member of staff is defined as “staff having teaching or research responsibilities”.

7.1.2 Academic staff on fixed term contracts may stand for election providing their current contract end date does not fall before the end of the following academic year, enabling them to serve at least one year as a member of Senate. Any elected academic staff member of Senate who ceases to be employed by the University as an academic member of staff will be deemed to have vacated the elected academic staff member role and a fresh election will be held.

7.1.3 Elections should normally be completed not later than the end of May, save in the exceptional circumstances of a vacancy arising unexpectedly, and the results should be reported to the last scheduled meeting of Senate in the academic year.

7.2 Nomination and Election of Academic Staff Members from School Constituencies

Elected academic staff members for each School are appointed by and from School academic staff constituencies. When a vacancy for a member of Senate occurs the Clerk to Senate will advise the relevant Dean who will invoke the nomination and election procedure.

7.3 Nomination and Election of Academic Staff Member not in Schools

The elected academic staff member not in Schools is appointed by and from academic staff out with Schools. When a vacancy for this member of Senate occurs, the “[Senate, Standing Committee and School Board Staff Nomination and Election Rules](#)” will apply and will be invoked by the Clerk to Senate.

7.4 Appointment of Student Members of Senate by the Students’ Association

The Students’ Association will determine its own procedure for appointing elected student members. One of the elected student members must be the President of the Students’ Association. The Clerk to Senate must be advised by the Student’s Association, prior to the first meeting of Senate in an academic year, of the elected, student members for that year.

7.5 Election of Senate Member to Court

7.5.1 The Senate will elect from among its members who are elected academic staff members, one member to represent its interests on the Court. All eligible members who signal their willingness to stand must each be proposed and seconded by members of the Senate. A nominee must have at least one further year of their Senate term to run at the the start of the term of office on Court, to allow completion of at least one full year on Court. There will be a ballot unless there is only one candidate. The election procedure will be overseen by the Department of Governance and Legal Services. Any Senate elected governor who ceases to be a Senator will be deemed to have vacated the Senate elected governor role at the same time and a fresh election will be held.

7.5.2 It is recognised that a senator standing for election with only one year of their current term to complete may not be re-elected for a second term. However, to minimise the disbenefit that arises due to the induction required for new governors, any Senator who is standing for nomination for the first time as the Senate elected governor on Court, must be eligible to stand for a further term on Senate. Senators approaching the fourth year of their second (and final) term of office as a Senator are therefore not be eligible to stand for election for the first time as the Senate elected governor.