

REGULATIONS FOR THE ELECTION OF STAFF MEMBERS OF THE COUNCIL
(Other than those elected from the academic teaching staff members of the Academic Board)

INTRODUCTION

1. Statute 3 stipulates that the Council of the College shall consist of twenty-five members; two ex officio, sixteen appointed by the Council, and seven elected.
2. *The six elected staff members include:*
 - (i) *one elected by the members of the Academic Board from among the members of the Academic Board who are members of the academic teaching staff;*
 - (ii) *two elected from among their own number by the academic teaching staff;*
 - (iii) *three elected from among their own number by the staff of the College who are not academic teaching staff*

DEFINITIONS (See also Council Regulation 13.1)

3. (i) "The academic teaching staff" means all persons holding appointments of Professor, Reader, Senior Lecturer, or Lecturer at the College.
- (ii) "The academic staff" means all persons holding appointments of Professor, Reader, Senior Lecturer, or Lecturer at the College, and those appointed to any other posts designated by the Council as posts on the academic staff of the College.
- (iii) "The staff who are not members of the academic staff" means all staff of the College, other than those defined in sub-paragraph (ii).

PROCEDURE

4. The College Secretary shall act as returning officer for the elections.
5. The elections shall be conducted by postal ballots.
6. The returning officer shall issue the voting papers. Each voting paper shall set out the names (in alphabetical order) and departments of the candidates contesting the election, and against each candidate's name a box in which a vote can be indicated.
7. For the purpose of validating voting papers, each paper shall be identified by a unique number which the returning officer may record against the name of the voter. Only the returning officer will know this number. Secrecy shall be maintained with regard to such numbers.
8. Votes shall be cast and counted in accordance with a simple majority system.

9. The returning officer shall collect and scrutinise the voting papers and shall declare invalid any paper which:
 - (a) does not bear a validation number; *or*
 - (b) indicates more than one preference; *or*
 - (c) has been defaced.
10. The College Secretary shall give notice of the elections to the members of the electorate at least four weeks before the voting papers are to be sent out, and shall at the same time invite nominations.
11. Each nomination shall be signed by the candidate and by a proposer and seconder from his or her constituency, and be accompanied by a statement (not exceeding 150 words) about the candidate. Nominations shall be received by the returning officer at least one week before the voting papers are to be sent out.
12. Voting papers shall be sent to all members of the electorate at least one week before the date on which the votes are to be counted. The closing date for the receipt of voting papers shall be given on each paper.
13. If two or more candidates receive an equal number of votes, the candidate to be declared elected shall be determined by lot drawn by the returning officer.
14. The returning officer shall declare the results of the elections by notices posted throughout the College.

PERIOD OF OFFICE

In accordance with Statute 5(2), the elected staff members of the Council shall hold office for three years from 1 October in the year of their election and shall then retire, but if otherwise qualified, shall be eligible for re-election for one further period of three years after which they shall not be eligible for re-election until the lapse of one year after retirement.

These regulations were made by the Council on 12 February 1987. A number of minor amendments have subsequently been made to them.
