

## 12. THE CONVOCATION

- (a) The register of Members of the University will comprise those persons defined in Section 2 of the Statutes and Ordinance 25.
- (b) All graduates shall be registered as members of Convocation.
- (c) Members of Convocation shall register their addresses as well as their names and shall inform the Department of Development and Alumni Relations of any permanent change of address.
- (d) There shall be a meeting of Convocation at least once per annum, and not more than fifteen months shall elapse between successive meetings.
- (e) The University Secretary shall give not less than twenty-eight days' notice in writing of a meeting of Convocation and not less than seven days' notice in writing of any business to be transacted thereat.
- (f) A copy of the minutes of every meeting of the Council so far as these affect the Charter, Statutes, Ordinances and Regulations of the University, or the status, position, rights or privileges of graduates of the University, shall be delivered to the Chair of Convocation as soon as possible after promulgation.
- (g) The Chair of Convocation shall be the Chancellor or, in the Chancellor's absence, the senior Pro-Chancellor.
- (h) There shall be a Graduate Liaison Board\* which shall consist of thirteen persons elected in such manner as may be prescribed by Standing Orders, who shall serve for a period not exceeding three years, and which shall have the following functions:
  - (i) to consider and if necessary authorise action on any matter referred to it by Convocation;
  - (ii) to review the working of Convocation and to make recommendations to Convocation on the exercise of any of its functions;
  - (iii) to appoint a Chair and such other officers as may be necessary;
  - (iv) to appoint representatives of Convocation to serve on other bodies;
  - (v) to make Standing Orders for the conduct of its business;
  - (vi) to co-opt not more than three other members of Convocation for periods not exceeding three years.

*\* Note: The future of the Graduate Liaison Board is currently being reviewed and Ordinance 12 will be amended to reflect the outcome in due course.*

Approved by Council  
1 August 2016