

## Framework for Elections and Appointments to Court

This Framework sets out:

- The considerations and criteria that must apply to appointments made to Court;
- Details about the process for making nominations and recommendations for appointments to Court;
- The criteria for elections to Court; and
- Details about the process for elections to Court.

The Framework should be read in conjunction with Statute 13 (Membership of Court) and Ordinance 6 (Membership of Court).

Amendments to the Framework are subject to the approval of Council and can be proposed by Court, Senate or Council.

### 1. Appointments to Court: considerations and criteria

When making appointments to Court, Council must have regard to:

- The **strategic priorities of the University**, and the ability of Court members to make a meaningful contribution to them.
- The **strategic priorities of the Regulator**.
- The **diversity** of its overall membership, both in terms of protected characteristics under the Equality Act 2010 (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation) and diversity of experience, skills and knowledge.
- **Inclusivity**, ensuring, as far as possible, that there is no section of the University community that is disproportionately over- or under-represented.
- **Impartiality**: Council needs to have confidence that members of Court will be able to serve the interests of the University fairly and impartially.

### 2. Appointments to Court: process

Unless otherwise specified, appointments to Court are made by Council on the recommendation of the Nominations Committee. These recommendations are informed by nominations made by the holders of designated posts, according to the category of membership, as follows:

#### *a. Current students and Students' Union officers of the University*

Once the Students' Union officers have been appointed, the President of the Students' Union shall nominate as many elected post-holders from within the Students' Union as are required to bring the total number of student representatives on Court up to 14 (see Ordinance 6.2).

#### *b. University office holders*

The Vice-Chancellor and Chair of Council shall jointly nominate five senior office holders (see Ordinance 6.3).

*c. Alumni of the University*

The Director of Development and Alumni Relations shall nominate six members of the University's alumni community (see Ordinance 6.6).

*d. Representatives of communities of strategic importance to the University*

The Pro-Chancellors shall jointly nominate eight representatives of communities of strategic importance to the University (see Ordinance 6.8).

*e. Representatives of local and regional educational institutions or trusts*

The Director of Student Recruitment and Admissions shall nominate four heads of state-funded schools or academies and/or chief executive officers of multi-academy trusts within the local area or region (see Ordinance 6.9).

*f. Representatives of research funders and business partners*

The Deans and the Director of Corporate Engagement shall jointly nominate five representatives of University funders and business partners (see Ordinance 6.10).

*g. Representatives of employers, placement providers and professional bodies*

The Deans and Pro-Vice-Chancellor (Student Experience) shall jointly nominate five representatives of employers and professional bodies (see Ordinance 6.11).

*h. Representatives of the University's international stakeholder community*

The Deans and the Director of International Relations shall jointly nominate four representatives of the University's international stakeholder community (see Ordinance 6.12).

*i. Representatives of the campus trade unions who are not members of the University*

The branch president of UCU and the branch secretary of UNISON and UNITE shall each nominate one representative of their trade union who is not a member of the University (see Ordinance 6.13).

### **3. Elections to Court: criteria**

Statute 13.1 (a) provides that there shall be 14 current members of Staff of the University who are members of Court. Ordinance 6.1 stipulates that these shall be:

- The Chair of the Academic Assembly *ex officio*.
- Six members of the Senate, as follows:
  - Three elected professorial members of the Senate, elected by secret ballot;
  - Three elected non-professorial members of the Senate, elected by secret ballot.
- Seven members of professional services staff elected by secret ballot.

Statute 13.1 (e) provides that there shall be ten Emeritus Professors of the University who are members of Court. Ordinance 6.5 stipulates that these shall be elected by secret ballot.

The criteria to stand for election in one of these categories of Court membership is as follows:

*a. Elected professorial members of the Senate*

All Professors who have been elected to the Senate under the provisions of Ordinance 8.9(a) shall automatically be eligible for election to Court under the provisions of Ordinance 6.1 (b) (i).

*b. Elected non-professorial members of the Senate*

All non-professorial members of the Academic Assembly who have been elected to the Senate under the provisions of Ordinance 8.9(b) shall automatically be eligible for election to Court under the provisions of Ordinance 6.1 (b) (ii).

*c. Members of professional services staff*

- i. All members of professional services staff are eligible for election to Court under the provisions of Ordinance 6.1 (c), except those who are eligible for membership under the provisions of Ordinance 6.3.
- ii. In addition, the member of staff must not be a member of the Academic Assembly.
- iii. Members of staff wishing to be elected to Court under this category of membership must be nominated for election under the process described under section 4, below.

*d. Emeritus Professors*

- i. All Emeritus Professors of the University shall be eligible to stand for election to Court under the provisions of Ordinance 6.5.
- ii. Emeritus Professors wishing to be elected to Court under this category of membership must be nominated for election under the process described under section 4, below.

**4. Elections to Court: process**

All elections to Court shall be conducted electronically by default.

*a. Elected professorial members of Senate*

- i. Three professorial members of the Senate shall be elected to Court by an electorate consisting of the Professors elected to the Senate under the provisions of Ordinance 8.9(a).
- ii. The election shall be conducted by secret ballot under the supervision of the Secretary to Court.
- iii. Each member of the electorate shall have one vote.
- iv. In the event of a tie, the result will be determined by the drawing of lots.

*b. Elected non-professorial members of Senate*

- i. Three non-professorial members of the Senate shall be elected to Court by an electorate consisting of the non-professorial members of the Academic Assembly who have been elected to the Senate under the provisions of Ordinance 8.9(b).
- ii. The election shall be conducted by secret ballot under the supervision of the Secretary to Senate.
- iii. Each member of the electorate shall have one vote.
- iv. In the event of a tie, the result will be determined by the drawing of lots.

*c. Members of professional services staff*

- i. Seven members of professional services staff shall be elected to Court by an electorate consisting of the members of professional services staff of the University.
- ii. When a vacancy arises in this category, the Secretary to Court shall give notice to all members of professional service staff, irrespective of their job family, by inviting nominations for election to be submitted to the Secretary to Court by no later than a specified date.
- iii. Nominations shall be valid providing that the candidate meets the eligibility criteria under section 3 and that the nomination has been seconded.
- iv. Both nominator and seconder must be members of professional services staff of the University. A candidate may nominate themselves for election.
- v. The election shall be conducted by secret ballot under the supervision of the Secretary to Court.
- vi. Each member of the electorate shall have one vote.
- vii. The two candidates with the most votes from each of the three eligible job families will be deemed to have been elected to Court.
- viii. The unsuccessful candidate with the highest number of votes from any of the three eligible job families will be deemed to have been elected to Court.
- ix. In the event of a tie, the result will be determined by the drawing of lots.
- x. In the event that there are no more than two candidates in any of the three eligible job families, those two candidates will be deemed to have been elected by acclamation.
- xi. If, as a result of a lack of candidacies for election, any vacancy within this category remains unfilled for a period of six months following a call for nominations, the Chief Operating Office shall consult the three campus unions and the relevant Heads of Department and, on the basis of these consultations, shall nominate members of staff to be appointed from within the job families concerned. These nominations shall be subject to approval by Council

on the recommendation of the Nominations Committee. In making nominations, the Chief Operating Officer must have regard to the criteria for appointment set out in section 1.

*d. Emeritus Professors*

- i. Ten Emeritus Professors shall be elected to Court by an electorate consisting of the Emeritus Professors of the University.
- ii. When a vacancy arises in this category, the Secretary to Court shall give notice to Emeritus Professor by inviting self-nominations for election to be submitted to the Secretary to Court by no later than a specified date.
- iii. Self-nominations shall be valid providing that the candidate meets the eligibility criteria under section 3.
- iv. The self-nomination shall consist of a short personal statement setting out the candidate's background and rationale for standing for election.
- v. The election shall be conducted by secret ballot under the supervision of the Secretary to Court.
- vi. Each member of the electorate shall have one vote.
- vii. The ten candidates with the most votes from will be deemed to have been elected to Court.
- viii. In the event of a tie, the result will be determined by the drawing of lots.
- ix. In the event that there are fewer candidates than vacancies, those candidates will be deemed to have been elected by acclamation and a further election process shall be initiated, with the aim of bringing the total number of members in this category up to ten.

*e. Vacancy arising within six months of an election*

- i. If a vacancy arises in any of the categories of elected membership of Court within six months of an election having taken place in that category, the vacancy may be filled by the unsuccessful candidate with the highest number of votes.
- ii. The Secretary to Court has discretion to initiate a further election in the event of any lack of clarity about an earlier election result.