



UNIVERSITIES ACT 1997

UNIVERSITY COLLEGE CORK – NATIONAL UNIVERSITY OF IRELAND, CORK

REGULATION

ON

APPOINTMENTS AND ELECTIONS TO GOVERNING BODY

*adopted by the Governing Body with effect from 14th March 2023 (and as amended by the
Governing Body with effect from 4th May 2023)
pursuant to section 16(6) of the Universities Act 1997 (as inserted by section 73 of the
Higher Education Authority Act 2022)
and section B.5.b of the Principal Statute*

Regulation on Appointments and Election to Governing Body

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1. Definitions

1.1 In this Regulation, the following terms shall have the meaning attributed thereto below:

- i. “**Competency Framework**” shall refer to the framework established by the Governing Body which sets out the competencies, skills, knowledge and experience to inform the selection and appointment of members of the Governing Body;
- ii. “**External Member**” shall have the meaning attributed thereto in Section 16 of the Universities Act 1997, as amended;
- iii. “**Internal Member**” shall have the meaning attributed thereto in Section 16 of the Universities Act 1997, as amended;
- iv. “**Minister**” means the Minister for Further and Higher Education, Research, Innovation and Science (or any successor to the functions of that Minister as the case may be);
- v. “**Outgoing GB**” shall mean the Governing Body in office as at the date of enactment of this Regulation and whose term of office expires on the 8th November 2023;
- vi. “**Principal Statute**” means the University’s Principal Statute and for the purposes of interpreting the Regulation herein in advance of the 8th November 2023, references to the Principal Statute shall be deemed to prospectively refer to the Principal Statute as amended with effect from 8th November 2023 aforesaid in order to constitute the newly appointed Governing Body on the 8th November 2023; and
- vii. “**Student Member**” shall have the meaning attributed thereto in Section 16 of the Universities Act 1997, as amended.

2. President as an Ex-Officio Member of Governing Body

Pursuant to Section B.2 of the Principal Statute, the President shall be an ex-officio member of the Governing Body. The President’s appointment as a member of Governing Body shall be coterminous with the individual’s holding of the office of President (such tenure of office being as determined by Governing Body pursuant to Section D.1.b of the Principal Statute).

3. Election of Internal Members of Governing Body

As prescribed by the Principal Statute, three Internal Members shall be elected to Governing Body in the manner prescribed in the Principal Statute and herein.

Two permanent staff members of the academic staff of the University (which comprises all Professors, Professors (Scale 2), Senior Lecturers and Lecturers), shall be elected by the permanent staff of that cohort of academic staff, of which, one elected academic staff member shall be the candidate who has obtained the highest number of votes in the election (the “First Elected Candidate”) and one shall be the candidate who has obtained the next highest number of votes in the election that is of a different gender expression/identity category to the First Elected Candidate (and for the purposes of this section, “different gender expression/identity category”

shall refer to the category as indicated by the candidate on their nomination paper referenced in Section 3.4 below) .

A permanent member of the professional, administrative, support or other staff of the University who is not in an academic post, shall be elected by the permanent staff of that cohort.

The term of office for an elected Internal Member shall be determined by Governing Body prior to the date of notice of election referenced below and shall be for such period not exceeding four (4) years as the Governing Body may determine.

Should a member of the Outgoing GB be re-elected pursuant to elections held under this Regulation, the term of office of such re-elected Internal Member shall be abridged to the balance of their original term of office in the Outgoing GB not yet served and thereafter, a casual vacancy shall arise which shall be governed by the provisions of section 3.6 below.

Should an individual other than a member of the Outgoing GB but who has previously served a term of office with Governing Body prior to the Outgoing GB, be elected pursuant to elections held under this Regulation, the new term of office of such individual shall, if applicable, be abridged to a term of office which ensures that the cumulative period of terms of office on Governing Body for such individual does not exceed eight (8) years and thereafter, a casual vacancy shall arise which shall be governed by the provisions of section 3.6 below.

In all instances, an individual's term of office may expire earlier due to the occurrence of any of the circumstances which automatically give rise to cessation of Governing Body membership, as set out in section B.2 of the Principal Statute or where:

- i. the member resigns from office as a member by letter addressed to the Chairperson of the Governing Body (the resignation takes effect on the date on which the letter is received);
- ii. the member is removed from office for good and valid reason in accordance with the paragraph 3(1) of the Third Schedule of the Universities Act 1997;
- iii. the member ceases for whatever reason to belong to the category of staff, as described in this Regulation, by virtue of which he or she was elected as a member; or
- iv. the member has been absent from all meetings of the Governing Body for a period of six consecutive months, unless the absence was due to illness or was approved by the Governing Body.

3.1 Notice of Election

Before the expiration of the period of office of any elected Internal Members of the Governing Body who have been elected pursuant to this Regulation, the Corporate Secretary shall give notice in writing to the staff of the University of the date at which the period of office of that or those elected Internal Member(s) on Governing Body will expire and inviting nominations for candidates to stand for election in the relevant staff cohort(s).

3.2 Format of Voting for Elections

The election of staff as Internal Members of Governing Body may take place by paper based ballot or by means of electronic voting, as determined by the President. The Corporate Secretary shall specify the chosen format of the ballot at the time of publication of the notice of election to the relevant categories of staff.

3.2.1 Electronic Voting

Save where section 3.2.2 is invoked, the elections by the specified categories of staff shall each take place by means of an electronic voting based procedure, to be held during such date(s) as are specified by the President. The President (or the President's nominee) shall be the returning officer for the purpose of such electronic voting ballot. Notice of the electronic vote shall be issued by the returning officer to the relevant eligible voters by notice in writing which may be issued by email and/or by post or by delivery to the relevant departmental, office or other unit address within the University, by a date determined by the President. The notice shall include details of the electronic voting process, the software or online portal to be used for the process, the date(s) during which electronic voting may take place, the deadline for placing of electronic votes and details of how eligible voters may record their vote.

3.2.2 Paper Based Ballot

Where a paper based ballot is to be adopted for an election vote, the process in section 3.2.1 and herein shall be adapted to an equivalent paper based nomination and ballot process which ensures: (i) a voter's eligibility to vote is verified; (ii) that a voter may only cast a single ballot in the elections; and (iii) the anonymity of votes cast by the voter is maintained.

3.3 Eligibility

3.3.1 Candidate Eligibility

In order to be eligible as a candidate for election as an Internal Member in a staff cohort referenced above, the candidate:

- i. must be nominated in the manner prescribed herein;
- ii. must be a permanent member of the relevant staff cohort (and shall have remained so as at the date(s) for casting of votes for the election);
- iii. must not be subject to any of the circumstances listed (a) – (g) inclusive in section B.2 of the Principal Statute which would cause an individual to cease their membership of Governing Body;
- iv. must not have already served two (2) or more consecutive terms of office on Governing Body; and
- v. must not have already served a cumulative period of terms of office on Governing Body exceeding eight (8) years.

On election to Governing Body, the elected Internal Member shall complete a Competency Framework assessment and submit a candidate profile demonstrating how they meet the competencies they have assessed themselves as having.

3.3.2 Voter Eligibility

In order to be eligible to vote for candidates in a relevant staff cohort, an individual must be a current permanent member of staff in such cohort.

The date on which notice of the electronic (or paper ballot based) vote is issued by the returning officer to the relevant eligible voters pursuant to section 3.2 above is the census date for determining the eligibility of voters in a staff category and voters must be a permanent member of such staff category on that date in order to be eligible to vote.

3.4 Nomination

In addition to the eligibility requirements of section 3.3.1 above, a candidate must be nominated by a nomination paper signed by two permanent staff members of the relevant staff category, which shall have been received by the Corporate Secretary by the closing date and time for nominations (determined by the President). Nomination papers submitted after such closing date and time shall not be accepted. Every such nomination paper shall:

- i. conform to the nomination paper format issued in the call for nominations and state the full name of the candidate and that of each of the two nominators;
- ii. include a statement signed by the person nominated that s/he consents to being nominated and is willing to act as a member of the Governing Body and that the candidate agrees to the conduct of the election and determination of results by process of electronic voting in the manner outlined in this Regulation and in the notice of the electronic vote issued/to be issued to the relevant eligible voters by the returning officer;
- iii. include a confirmation that the candidate will undergo assessment under the Competency Framework upon their election; and
- iv. in order for the University to determine the breakdown of Governing Body members for the purposes of Section 16(7)(a) of the Universities Act 1997, includes a statement as to the candidate's gender expression/identity category.

A nomination which fails to satisfy all four conditions shall be invalid and null. No more than one nomination paper shall be accepted in respect of any one candidate; in the event of more than one nomination paper being received, the first only such paper shall be accepted.

Nomination papers may be submitted in paper form or in electronic form to the Corporate Secretary. Where nomination papers are submitted in electronic form:

- a) they shall conform to the four conditions listed above;
- b) they shall be submitted to the Corporate Secretary through the candidate's UCC email address with the two nominating members of the relevant staff category copied on the email communication;
- c) portable document format (pdf) signed copies of the form will be submitted or such other electronic format as the Corporate Secretary may specify in the notice issued under section 3.2 above; and
- d) if necessary, nomination signatures can be provided on separate copies of the nomination form provided all counterpart copies of the form are identical and all counterparts of the form are submitted to the Corporate Secretary together.

Electronically submitted nomination papers which do not satisfy the foregoing conditions shall be invalid and null.

On the expiration of the period for nominations, the Corporate Secretary shall issue campaigning guidelines to the validly nominated candidates to cover matters such as permitted modes and reasonable frequency of communications with staff in the course of the election campaign.

3.5 Election Process

If, at the expiration of the period for nominations, the number of candidates in a particular staff category validly nominated for election shall not exceed the number of persons which that staff category is entitled to elect (and where applicable for a staff category, the requirements specified herein and in the Principal Statute regarding the distribution of membership across different gender expression/identity categories in such staff category are complied with), such candidates so nominated shall be deemed to have been duly elected, and the President shall declare those persons to have been elected accordingly. Any elected Internal Member positions not filled by the election process shall be deemed a casual vacancy and section 3.6 below shall apply.

If, at the expiration of the period for nominations, the number of candidates in a particular staff category validly nominated for election shall exceed the number of persons which that staff category is entitled to elect, there shall be a poll conducted by means of electronic voting in accordance with this Regulation (or, if applicable by means of a paper based ballot as provided in section 3.2.2 above). The Corporate Secretary shall, on a date determined by the President, prepare and shall send by email and/or post or deliver to each eligible voter in the relevant staff category or categories at the relevant departmental, office or other unit address within the University, voting information instructions which include:

- i. details of the electronic voting process;
- ii. the software or online portal to be used for the process;
- iii. the date(s) during which electronic voting may take place and the deadline for placing of electronic votes;
- iv. details of how eligible voters may record their vote;
- v. the list in dictionary order of the names of all candidates validly nominated for election (if a candidate so wishes, the Irish/English form of his/her name shall also be stated) as such list will appear in the electronic voting portal/electronic voting polling card, including the gender expression/identity category indicated by the candidate on their nomination paper; and
- vi. a statement of the number of candidates for whom the voter is entitled to vote.

Staff voting in the election of two (2) permanent staff members of the academic staff of the University shall be entitled to cast votes for two (2) candidates. Staff voting in the election of the one (1) permanent member of the professional, administrative, support or other staff of the University (who is not in an academic post), shall be entitled to cast a vote for one (1) candidate.

Votes must be cast prior to the deadline date and time for electronic voting as specified in the notice of voting information issued by the Corporate Secretary. Votes purportedly cast after this deadline date and time shall be null and void.

The electronic voting process utilised shall include a method of verifying a voter's identity such as but not limited to, a process which is linked to the voter's unique UCC email address. The

electronic voting process used shall ensure that voters may only vote once and that the voter's selection of candidates is anonymised.

3.5.1 Scrutineers

The President shall, on a date determined by him/her, appoint at least two members of each staff category to be Scrutineers for the election in such staff category. Such Scrutineers and all other persons engaged in the conduct of the election shall undertake to preserve secrecy. The President shall also make any other arrangements in regard to the holding of the electronic vote as may be required.

The Scrutineers shall receive a briefing on the operation of the electronic voting software or online portal from a representative of the University's IT Services department.

The Scrutineers shall have access to the voting data as recorded in the electronic voting process but shall not receive data which would enable a Scrutineer to link a voter's selection of candidates to the identity of the voter.

3.5.2 Validating and Counting of Votes

The Scrutineers shall determine the number of valid votes based on the data recorded in the electronic voting process and their determination (or the determination of the majority of them) shall be final. Valid votes must record a vote for at least one candidate in the relevant staff category. If the Scrutineers are equally divided as to the validity of any vote, the question of its validity shall be determined by the returning officer. The Scrutineers shall report, in writing, to the returning officer the result of the voting. The returning officer shall declare the following individuals duly elected as members of the Governing Body:

- i. The permanent staff member of the academic staff of the University who has obtained the greatest number of valid votes from voters in the academic staff cohort;
- ii. The permanent staff member of the academic staff of the University who has obtained the next highest number of valid votes from voters in the academic staff cohort and is of a different gender expression/identity category to the First Elected Candidate; and
- iii. The permanent member of the professional, administrative, support or other staff of the University (who is not in an academic post) who has obtained the greatest number of valid votes from voters in that staff cohort.

3.5.3 Equality of Votes

In case there shall be an equal number of valid votes for two or more candidates, and the number of candidates in a staff category who have obtained a greater number of valid votes than the candidates with equal number of votes is less than the number of persons which the staff category is entitled to elect, the election as between the candidates having such equality of valid votes shall be determined by the casting of lots (and where applicable for a given staff category, taking account of the requirement for members of different gender expression/identity categories among the candidates to be elected from

a staff cohort). The Scrutineers shall oversee such casting of lots and the result thereof shall be declared by the returning officer. The returning officer shall declare the successful candidate (or in the case of equality of votes in respect of more than one vacancy, the successful candidates) in this process duly elected as a member of the Governing Body.

3.6 Casual Vacancies – Elected Internal Members

A casual vacancy arises if either an election as described in this Regulation fails to return the full number of elected Internal Members, or an elected Internal Member of the Governing Body dies, resigns, is removed from office or for any other reason ceases to hold office prior to the expiration of their term of office. A person who fills a casual vacancy shall hold office for the remainder of the term of office which was not filled or was vacated.

The Governing Body shall arrange for the filling of any casual vacancy as soon as practicable.

Where a casual vacancy arises from an elected Internal Member, the President shall declare elected the candidate (if any) not elected in the election process held prior to the commencement of the period of office of the elected Internal Member giving rise to the casual vacancy, and who obtained the next highest number of valid votes after the last candidate declared elected (but disregarding any person ineligible for nomination or election, or any person subsequently appointed or declared elected as a member of the Governing Body). For casual vacancies arising in the category of two permanent staff members of the academic staff of the University, the individual to be declared elected under the foregoing process shall be of a different gender expression/identity category to the other elected Internal Member from that staff cohort who remains in office.

If the vacancy cannot be filled through the foregoing process, the procedures described in this Section 3 shall be conducted to fill the casual vacancy, but solely to fill the vacant seats.

4. Selection of Internal Members of Governing Body

4.1 Selection Process & Eligibility

4.1.1 Selection Process

As prescribed by the Principal Statute, two Internal Members shall be selected for appointment to Governing Body in the manner prescribed in the Principal Statute and herein.

One such selected Internal Member shall be a permanent senior researcher in the University (who may be a researcher, an academic staff member or an administrative/professional staff member), selected by Governing Body from individuals in the research community of the University.

The other such selected Internal Member shall be a permanent senior academic staff member (who shall be a Professor or Professor (Scale 2)), selected by Governing Body from individuals in the academic community of the University.

The selection process will involve the candidate completing:

- i. An expression of interest form;
- ii. A self-assessment against the Competency Framework; and
- iii. A candidate profile demonstrating how they meet the competencies they have assessed themselves as having in the self-assessment referred to at subsection ii above.

The Governing Body Committee established by Governing Body to perform the selection process and granted such authority shall conduct an assessment of the candidates and make a recommendation to Governing Body of the two individuals most suitable to fill the positions of the selected Internal Members. Upon consideration of the applicants and the recommendations aforesaid, Governing Body shall appoint two individuals from the eligible applicants to fill the positions of the selected Internal Members.

In making its recommendations, the Committee shall have regard to and in making its decision, the Governing Body shall have regard to:

- a) the outcome of the election process for elected Internal Members, in respect of the overarching objective in Section 16(7) of the Universities Act 1997 that not less than 40 per cent of the members of the Governing Body shall be women and not less than 40 per cent of them shall be men and further that the membership of Governing Body shall broadly reflect the composition of Irish society; and
- b) the suitability of the applicant having regard to the requirements of the Competency Framework.

4.1.2 Eligibility

In order to be eligible as a candidate for selection as an Internal Member, the candidate:

- i. must complete the expression of interest, Competency Framework assessment and candidate profile referred to in section 4.1.1 above;
- ii. must be a permanent member of the relevant staff cohort (and shall have remained so as at the date Governing Body makes its selection of the member);
- iii. must not be subject to any of the circumstances listed (a) – (g) inclusive in section B.2 of the Principal Statute which would cause an individual to cease their membership of Governing Body;
- iv. must not have already served two (2) or more consecutive terms of office on Governing Body; and
- v. must not have already served a cumulative period of terms of office on Governing Body exceeding eight (8) years.

4.2 Term of Office

The term of office of a selected Internal Member shall be determined by Governing Body on appointment of the selected Internal Member and shall be for such period not exceeding four (4) years as the Governing Body may determine or such period as may be permitted under Section

23A of the Universities Act 1997 (as inserted by Section 78 of the Higher Education Authority Act 2022).

Should a member of the Outgoing GB be re-appointed pursuant to the selection process for Internal Members held under this Regulation, the term of office of such re-appointed Internal Member shall be deemed to be the balance of their original term of office in the Outgoing GB not yet served and thereafter, a vacancy shall arise which shall be governed by the provisions of this section 4.

Should an individual other than a member of the Outgoing GB but who has previously served a term or terms of office with Governing Body prior to the Outgoing GB, be selected pursuant to the selection process for Internal Members held under this Regulation, the new term of office of such individual shall, if applicable, be abridged to a term of office which ensures that the cumulative period of terms of office on Governing Body for such individual does not exceed eight (8) years and thereafter, a vacancy shall arise which shall be governed by the provisions of this section 4.

In determining the terms of office for selected Internal Members, Governing Body shall endeavour to balance the need for incremental periodic rotation of membership with the need to ensure adequate continuity of institutional knowledge on the Governing Body during changes of membership. Selected Internal Members may be appointed for terms of office of a different duration in this respect.

In all instances, an individual's term of office may expire earlier due to the occurrence of any of the circumstances which automatically give rise to cessation of Governing Body membership, as set out in section B.2 of the Principal Statute or where:

- i. the member resigns from office as a member by letter addressed to the Chairperson of the Governing Body (the resignation takes effect on the date on which the letter is received);
- ii. the member is removed from office for good and valid reason in accordance with the paragraph 3(1) of the Third Schedule of the Universities Act 1997;
- iii. the member ceases for whatever reason to belong to the category of staff, as described in this Regulation, by virtue of which he or she was selected as a member; or
- iv. the member has been absent from all meetings of the Governing Body for a period of six consecutive months, unless the absence was due to illness or was approved by the Governing Body.

4.3 Casual Vacancy – Selected Internal Member

A casual vacancy arises if the selected Internal Member of the Governing Body dies, resigns, is removed from office or for any other reason ceases to hold office prior to the expiration of their term of office. A person who fills a casual vacancy shall hold office for the remainder of the term of office which was vacated.

The Governing Body shall arrange for the filling of any casual vacancy as soon as practicable. The selection of an eligible individual to fill the casual vacancy shall be carried out in the same manner as described above for selection of Internal Members.

5. Selection of External Members of Governing Body (Other than Ministerial Nominees)

5.1 Selection Process & Eligibility

5.1.1 Selection Process

As prescribed by the Principal Statute, six External Members shall be selected for appointment to Governing Body in the manner prescribed in the Principal Statute and herein.

Such individuals shall be individuals suitable for appointment as such an External Member by reason of his or her possessing knowledge of, and experience in, matters connected with the objects and functions of the University to enable him or her to make a substantial contribution to the effective and efficient performance of those functions.

The selection process will involve the candidate completing:

- i. An expression of interest form;
- ii. A self-assessment against the Competency Framework; and
- iii. A candidate profile demonstrating how they meet the competencies they have assessed themselves as having in the self-assessment referred to at subsection ii above.

The Governing Body Committee established by Governing Body to perform the selection process and granted such authority shall conduct an assessment of the candidates and make a recommendation to Governing Body of the six individuals most suitable to fill the positions of the selected External Members. Upon consideration of the applicants and the recommendations aforesaid, Governing Body shall appoint six individuals from the eligible applicants to fill the positions of the selected External Members.

In making its recommendations, the Committee shall have regard to and in making its decision, the Governing Body shall have regard to:

- a) the outcome of the election process for elected Internal Members and the selection process for selected Internal Members, in respect of the overarching objective in Section 16(7) of the Universities Act 1997 that not less than 40 per cent of the members of the Governing Body shall be women and not less than 40 per cent of them shall be men and further that the membership of Governing Body shall broadly reflect the composition of Irish society, including persons who are competent in the Irish language; and
- b) the suitability of the applicant having regard to the requirements of the Competency Framework.

5.1.2 Eligibility

In order to be eligible as a candidate for selection as an External Member, the candidate:

- i. must complete the expression of interest, Competency Framework assessment and candidate profile referred to in section 5.1.1 above;
- ii. must not be a member of the academic council of the University, an employee of the University or a person who is remunerated under a contract with the University (for the purposes of this subsection ii, a reference to the University shall also include a University subsidiary company);
- iii. must not be subject to any of the circumstances listed (a) – (g) inclusive in section B.2 of the Principal Statute which would cause an individual to cease their membership of Governing Body;
- iv. must not have already served two (2) or more consecutive terms of office on Governing Body; and
- v. must not have already served a cumulative period of terms of office on Governing Body exceeding eight (8) years.

5.2 Term of Office

The term of office of a selected External Member shall be determined by Governing Body on appointment of the selected External Member and shall be for such period not exceeding four (4) years as the Governing Body may determine.

Should a member of the Outgoing GB be re-appointed pursuant to the selection process for External Members held under this Regulation, the term of office of such re-appointed External Member shall be deemed to be the balance of their original term of office in the Outgoing GB not yet served and thereafter, a vacancy shall arise which shall be governed by the provisions of this section 5. Where this provision results in a term of office for the selected and re-appointed External Member which is three months or less beyond 8th November 2023, Governing Body may, at the time of re-appointment of the Outgoing GB member as an External Member on 8th November 2023 also determine the duration of an immediately succeeding consecutive term of office for such selected External Member subject always to such second consecutive term of office not resulting in the cumulative period of terms of office on Governing Body for the External Member exceeding eight (8) years.

Should an individual other than a member of the Outgoing GB but who has previously served a term or terms of office with Governing Body prior to the Outgoing GB, be selected pursuant to the selection process for External Members held under this Regulation, the new term of office of such individual shall, if applicable, be abridged to a term of office which ensures that the cumulative period of terms of office on Governing Body for such individual does not exceed eight (8) years and thereafter, a vacancy shall arise which shall be governed by the provisions of this section 5.

In determining the terms of office for selected External Members, Governing Body shall endeavour to balance the need for incremental periodic rotation of membership with the need to ensure adequate continuity of institutional knowledge on the Governing Body during changes of membership. Selected External Members may be appointed for terms of office of a different duration in this respect.

In all instances, an individual's term of office may expire earlier due to the occurrence of any of the circumstances which automatically give rise to cessation of Governing Body membership, as set out in section B.2 of the Principal Statute or where:

- i. the member resigns from office as a member by letter addressed to the Chairperson of the Governing Body (the resignation takes effect on the date on which the letter is received);
- ii. the member is removed from office for good and valid reason in accordance with the paragraph 3(1) of the Third Schedule of the Universities Act 1997;
- iii. the member takes up a position as a member of the academic council of the University, as an employee of the University or becomes a person who is remunerated under a contract with the University (for the purposes of this subsection iii, a reference to the University shall also include a University subsidiary company); or
- iv. the member has been absent from all meetings of the Governing Body for a period of six consecutive months, unless the absence was due to illness or was approved by the Governing Body.

5.3 Casual Vacancies – Selected External Members

A casual vacancy arises if the selected External Member of the Governing Body dies, resigns, is removed from office or for any other reason ceases to hold office prior to the expiration of their term of office. A person who fills a casual vacancy shall hold office for the remainder of the term of office which was vacated.

The Governing Body shall arrange for the filling of any casual vacancy as soon as practicable. The selection of an eligible individual to fill the casual vacancy shall be carried out in the same manner as described above for selection of External Members.

6. Appointment of Student Members of Governing Body

6.1 Appointment

6.1.1 Ex-Officio Members

The Students' Union President and the Students' Union Postgraduate Officer shall be ex-officio members of the Governing Body. The Students' Union President and the Students' Union Postgraduate Officer's respective appointments as members of Governing Body shall be coterminous with their holding of their respective office in such positions.

6.1.2 Third Student Member

A third member of the Students' Union elected officers shall be selected by the Students' Union President for appointment as the third Student Member of the Governing Body and such individual's appointment as a member of Governing Body shall be coterminous with that individual's holding of their associated Students' Union elected office.

6.2 Term of Office

A Student Member shall serve a one (1) year term of office however, such term of office may expire earlier due to the occurrence of any of the circumstances which automatically give rise to cessation of Governing Body membership, as set out in section B.2 of the Principal Statute or where:

- i. the member resigns from office as a member by letter addressed to the Chairperson of the Governing Body (the resignation takes effect on the date on which the letter is received);
- ii. the member is removed from office for good and valid reason in accordance with the paragraph 3(1) of the Third Schedule of the Universities Act 1997;
- iii. the member ceases for whatever reason to hold office as a member of the Students' Union executive or ceases for whatever reason to be a registered student of the University; or
- iv. the member has been absent from all meetings of the Governing Body for a period of six consecutive months, unless the absence was due to illness or was approved by the Governing Body.

Where a Student Member is re-elected as Students' Union President or as Students' Union Postgraduate Officer or to a Students' Union executive role which is eligible for selection or appointment as a Student Member of Governing Body, such individual(s) may be re-appointed as a Student Member in accordance with the provisions in the Principal Statute and herein for a further period or further periods (if re-elected on more than one occasion), on each occasion not exceeding one (1) year.

6.3 Casual Vacancies – Student Members

A casual vacancy arises if the Student Member of the Governing Body dies, resigns, is removed from office (either as a Governing Body member or in their ex-officio position) or for any other reason ceases to hold office. A person who fills a casual vacancy shall hold office for the remainder of the term of office which was vacated.

The Students' Union and the Governing Body shall arrange for the filling of any casual vacancy as soon as practicable. The selection of an eligible individual to fill the casual vacancy shall be carried out in the same manner as described above for selection of the Third Student Member unless the vacancy arises in respect of a Student Member who was appointed ex-officio in which case, the casual vacancy shall be filled by the individual then acting in the capacity of Students' Union President or Students' Union Postgraduate Officer, as applicable.

7. Date in Force, Repeals and Transitional Arrangements

7.1 Date in Force

This regulation shall come into force immediately on its enactment by Governing Body.

7.2 Repeal of Former Regulations

Subject to the transitional arrangements specified in section 7.3 below, this Regulation is in substitution of and supersedes any prior Regulations or parts thereof relating to the appointment and/or election of members of the Governing Body including in particular but not limited to the *Regulation on Governing Body Elections* adopted by Governing Body with effect from 31st March 2021 (the “**Prior Elections Regulation**”). To the extent any such prior Regulation (or part thereof as the case may be) is superseded by the Regulation herein, that prior Regulation (or the superseded part as the case may be) stands repealed save in respect of the transitional arrangements specified in section 7.3 below.

7.3 Transitional Arrangements

This Regulation governs the appointment and election of members to a new Governing Body which will take office on the 8th November 2023 and any subsequent appointment and election of members to Governing Body from time to time while this Regulation is in force. The Outgoing GB, as elected pursuant to the Prior Elections Regulation or as otherwise appointed pursuant to the Universities Act 1997, shall remain in office until 9.30 a.m. on the 8th November 2023 whereupon the term of office of the Outgoing GB shall expire. Should a casual vacancy arise in the membership of the Outgoing GB, in the period between the enactment of this Regulation and the 8th November 2023, the filling of such casual vacancy shall continue to be governed by the Prior Elections Regulation. Thereafter, the Prior Elections Regulation shall stand repealed pursuant to section 7.2 above.