



## **SUSS ELECTION REGULATIONS – EMPLOYER NOMINATED TRUSTEES**

### **1. Elected Trustees**

#### **1.1 Employer Nominated Trustees**

1.2 There shall be up to three Trustees nominated by and elected from the constituent unions in the Scheme; one of whom may be an Independent Trustee, elected by the Principal Employer.

### **2. Eligibility**

2.1 Employer Nominated Trustees may be employed in a senior management capacity and/or have knowledge and experience to ensure suitable diversity within the trustee board.

2.2 If a serving Trustee ceases to fulfil the eligibility criteria for Trusteeship, the remaining Trustee Board has discretion to decide that a serving Trustee shall not immediately cease to be a Trustee, and may complete any remaining period of their term of office. The vacancy will be filled at the next round of elections.

### **3. Term of Office**

3.1 Trustees shall service for six years.

3.2 Trustees shall be eligible for re-election.

### **4. Nominations**

4.1 Employer Nominated Trustees must be nominated by a constituent union in the Scheme. Their nomination must be endorsed by the senior elected officer of their employing organisation and, if the nominee is not the senior staff member, the senior staff member.

4.2 All nominees must sign a declaration confirming their nomination and that they are not, for any reason, disqualified from serving as a Trustee.

4.3 All nominees must confirm that they are willing to serve as a Trustee and that they are not, for any reason, disqualified from serving as a Trustee:

4.3.1 The nominee is eligible as an employer of SUSS and currently employed in a management capacity within a constituent union in the scheme;

4.3.2 The nominee has not been convicted of dishonesty or deception;

4.3.3 The nominee is not a un-discharged bankrupt;

4.3.4 The nominee is not disqualified from being a company director;

4.3.5 The nominee has not been disqualified from acting as a trustee.

4.4 In the event of there being more than one candidate for each vacancy, candidates shall be required to provide a supporting statement of not more than 300 words to accompany the ballot papers.

### **5. Returning Officer**

5.1 The organisation of elections for Employer Nominated Trustee positions shall be the responsibility of the Principal Union (the National Union of Students) who will appoint the Returning Officer.

5.2 The Returning Officer shall be solely responsible for the interpretation and enforcement of the rules.

## **6. Voting**

- 6.1 Elections shall take place where a vacancy arises or on expiry of the term of the trustee.
- 6.2 All elections shall be conducted by postal ballot or online voting where this is available. The election shall be conducted using the Single Transferable Vote or Alternative Transferable Vote system as appropriate.
- 6.3 Voting for Employer Nominated Trustees shall be by one vote per constituent employer member.
- 6.4 The deadline for receipt of nominations shall be set not less than four weeks after the circulation of the calling notice.
- 6.5 In the event of an uncontested election the nominated candidate(s) shall be deemed elected.
- 6.6 Where there is a contested election, ballot papers and candidates' supporting statements shall be posted to the relevant constituency as soon as practicable after the close of nominations.
- 6.7 The closing date for the receipt of completed ballot papers shall be set not less than two weeks after the date of submitting online ballot.
- 6.8 Candidates will be notified of the date, time and location of the count. Candidates or their representative may attend the count (at their own expense).
- 6.9 Results shall be available to members of all categories no later than three weeks after the close of voting.
- 6.10 Reasonable steps will be taken to ensure that members are contacted via an up to date address. It is the responsibility of members to notify the Scheme administrators of their up to date address.

## **7. Vacancies**

- 7.1 Where a vacancy arises either by the resignation or removal of a Trustee, this shall be reported to the Trustees at their next available meeting, and arrangements made for the vacancy to be filled by way of a by-election to be conducted at the same time as the regular election of a Trustee to allow any new Trustee to be in place for the Annual Meeting of Members.