

Standing Orders for Associate Lecturers sub-committee of the Open University Branch of UCU (OUBUCU)

1. NAME AND PURPOSE

- 1.1. The name of the committee is the Associate Lecturer ('ALs') sub-committee ('The Committee') of the Open University Branch of the Universities and Colleges Union ('OUBUCU').
- 1.2. The Committee shall function as an advisory sub-committee of the Executive Committee of the OUBUCU ('The Executive') and shall submit the minuted decisions of each of its meetings to the Executive for approval.
- 1.3. The purpose of the Committee, subject to the rules of the OUBUCU, is to discuss policy and business having relevance to ALs.

2. MEMBERSHIP OF THE COMMITTEE AND ELECTIONS

- 2.1. The Committee's members shall consist of:
- 2.2. UP to two Representatives for each Region/Nation.
- 2.3. Unless they have been elected as AL regional representatives, the following branch officers shall be non-voting ex-officio members of the committee:- The President, Vice Presidents, Honorary Secretary, Honorary Treasurer and ALs Officer.
 - 2.3.1. The ALs Officer shall be the convener of the committee. The committee may appoint a Chairperson and a minute taker.
 - 2.3.2. AL regional representatives shall be elected by AL members registered in the respective regions, with the result given at the Annual General meeting ('AGM ') of OUBUCU. AL members should have a current contract as an AL* in a region or be resident in the region in order to be eligible to stand for election in that region. If an AL has contracts with more than one region, or lives outside the region(s) in which they have contracts, they should choose the region in which they wish to stand. Candidates should indicate in their election address the region in which they live.
 - 2.3.3. Votes shall be taken on the basis of one vote per representative. The ex-officio members will be non-voting. Invited attendees will not vote.

- 2.3.4. The exception to 2.1.5 shall be in the event of a tied vote the chair shall have a casting vote.
- 2.3.5. In the event of casual vacancies, the Committee shall have the power to co-opt other ALs with a current AL* contract to hold office until the next AGM of the OUBUCU. The maximum number of members of the Committee is 26.
- 2.3.6. The ex-officio members shall be included in the AL regional reps email list and other electronic communications of the Committee if they wish to be so included.

* A leave of absence is regarded as a current contract.

3. MEETINGS AND QUORUM

- 3.1. The Committee shall meet at least four times every year
- 3.2. A meeting will be quorate if there is a voting representative present for at least five regions.
- 3.3. Subject to what is reasonably practical, arrangements shall be made for remote participation in Committee meetings. This shall include the possibility of organising meetings in which all representatives participate at a distance.
- 3.4. The committee may invite others to attend.