

ORDINANCE XVI

APPOINTMENT OF MEMBERS OF THE SENATE

1. In accordance with Statute 15(1)(b) of the Charter the holders of the offices and other representatives in the Schedule to this Ordinance shall be Members of the Senate in addition to those otherwise determined under Statute 15(1).
2. Any member of the Senate designated by the Schedule may resign his or her membership of the Senate.
3. Any member of the Senate designated by the Schedule shall be eligible for re-appointment.
4. Any casual vacancy among members of the Senate named in the Schedule occurring by resignation, incapacity, or death shall be filled by the Senate from among the unsuccessful candidates at the previous election(s) and the Member so appointed shall hold office for the unexpired term of office of the Member in whose place he or she is nominated or appointed.
5. The rotation of membership within elected categories 8.0 – 15.0 of the Senate membership set out in the Schedule shall be such as to ensure continuity and change. Approximately half the members in any one membership category shall be elected for four years, with the remaining half being elected for two years. Elections shall be held on a biennial basis, with this pattern being followed, subject to appropriate adjustments where a casual vacancy has been filled since the previous election.
6. The provisions of this Ordinance shall come into operation on 1st January 2001 in order that elections to the Senate may be held to ensure membership in these categories with effect from 1st September 2001. From that date it will replace Ordinance XII (1976), and the schedules attached, which will be hereby repealed.

Approved by the Council on 24th September 2000

SCHEDULE

Members of the Senate

- Category 5.0 Open University students as set out in 5.1-5.9 below:
- 5.1 One registered student from each region, appointed for two years on a rotational basis by ballot of each regional electoral committee from nominations drawn from all registered students in the region.
 - 5.2 Four registered students appointed by ballot of the Executive Committee after hearing the recommendations of its Appointments Committee
 - 5.3 Two full-time internal research students, elected by and from their number
 - 5.4 Two external research students elected by and from their number.
 - 5.5 The President and Deputy President of the Students' Association ex-officio.
 - 5.6 The Vice-Presidents of the Students' Association for Education, Student Support and Representation ex officio
 - 5.7 The Chair of the Postgraduate Students' Consultative Committee, whether or not a student.
 - 5.8 The Chair and Deputy Chair of the Central Consultative Committee, whether or not they are students
 - 5.9 Those students appointed as representatives on the Academic Board, and certain other designated committees for the duration of their periods of office on such bodies.
- Category 6.0 Seven representatives of the BBC at Milton Keynes (other than those in category 7) elected by the staff of the BBC at Milton Keynes, at least four to be drawn from the production staff and at least two to be drawn from the commissioning staff
- Category 7.0 Designated senior staff, as nominated on a biennial basis by the Vice-Chancellor after consultation with the Chair of the Senate Agenda Committee:
- Director of Library Services
 - Assistant Director of Library Services
 - Senior Librarians
 - Director of Learning and Teaching Services
 - Director of Media Development
 - Director of Media Production
 - Rights Manager
 - Director of Academic and Administrative Computing Services
 - Head of Commissioning, BBC at Milton Keynes
 - Head of Production, BBC at Milton Keynes
 - Regional Directors
 - Heads of Student Services central sub-units
 - Sub Deans (if not otherwise members of Senate)
 - Director of Finance
 - Director of Human Resources

Director of Communications
Director of Estates
Director, UK Partnerships
Director, Validation Services
Head of Centre for Higher Education Research and Information
Director, OU Worldwide
Chair, Equal Opportunities Committee (if not otherwise a member)

- Category 8.0 Ten representatives of the University's Course Co-ordinators and Course Managers elected from amongst their number by such staff
- Category 9.0 Fifteen representatives of the academic-related staff on the establishment of central academic units, other than those in Category 8 above, to include administrators, project officers, research assistants, marketing staff, elected from amongst their number by such staff
- Category 10.0 Two representatives of the academic-related staff of the Library (other than those in Category 7), elected from amongst their number by such staff.
- Category 11.0 Sixteen representatives of the academic-related staff of Learning and Teaching Services (other than those in category 7) elected from amongst their number by such staff
- Category 12.0 Six representatives of the academic-related staff of Academic and Administrative Computing Services Division (other than those in category 7) elected from amongst their number of such staff.
- Category 13.0 Fifty representatives of the academic-related staff of the Student Services unit, (other than those in category 7) elected from amongst their number by such staff. Of these at least three members shall be drawn from each sub-unit
- Category 14.0 Twenty representatives of academic-related staff in the Vice-Chancellor's, Secretary's and other Offices (other than those in Category 7 and not already included in other categories) elected from amongst their number by such staff (with the exception of those who have a professional role in servicing the Senate and the Council¹).
- Category 15.0 Sixteen representatives of the non-UAP staff elected from amongst their number by such staff in the following categories:
- 15.1 nine representatives of the secretarial and clerical staff elected from amongst their number by such staff, of whom at least one shall be from regional secretarial and clerical staff in Regions 05, 07, 08, 09, 11 & 12 and at least one shall be from regional secretarial and clerical staff in Regions 01, 02, 03, 04, 06, 10 & 13;
 - 15.2 two representatives of Industrial Production staff elected from amongst their number by such staff;
 - 15.3 three representatives of Technical and Print staff elected from amongst their number by such staff;
 - 15.4 two representatives of Auxiliary staff elected from amongst their number by such staff.

¹ Namely, the Secretary; the Senior Assistant Secretary (Central Secretariat); and the Administrative Assistants (Central Secretariat)

Category 16.0 Two graduates of the University, not undertaking studies in the University and not being in the regular employ of the University and not being represented through another category of the elected membership, following elections conducted by the Association of Open University Graduates.
