

# University Ordinances: Ordinance 20

## Meetings of the Assembly

In accordance with Section 13 of the University Statutes this Ordinance sets out the membership and powers of Assembly.

### 1. Purpose

- 1.1. The purpose of the Assembly is to provide a forum for discussion on general matters relating to the life and work of the University of interest to the members of Assembly.
- 1.2. The Assembly may discuss and declare an opinion on any matter whatsoever relating to the University.
- 1.3. The Assembly may also receive reports from Faculty and Directorate Assemblies.

### 2. Membership

- 2.1. All members of the University staff are members of the Assembly and as such will be invited to participate in Assembly meetings from the commencement of their employment.

### 3. Chairperson

- 3.1. The Assembly shall be chaired by the Chair of Assembly who will be elected by the members of Assembly in line with the University Regulation on elections. In line with this the term of office will be for a period of three years in the first instance.
- 3.2. The Chair will not be the Vice-Chancellor, a Dean of Faculty or a Director of Professional Services or other member of the University Executive Board.
- 3.3. The Assembly shall elect two Deputy Chairs who will support the work of the Chair in the execution of their duties and act as Chair in their absence.

### 4. Meetings

- 4.1. The Assembly will normally hold two meetings each academic year. The dates of these meetings will be announced at the beginning of each academic year.
- 4.2. The first meeting of Assembly will include an annual address by the Vice-Chancellor.
- 4.3. Secretariat and administrative support for the Assembly shall be the responsibility of the University Secretary and will be provided through the University Governance Department.



- 4.4. The meetings of Assembly shall be conducted in accordance with the Standing Orders for Assembly approved by the University Governance and Nominations Committee and reviewed by the University Secretary in consultation with the Assembly Chair, from time to time.
  
5. Representation on Senate
  - 5.1. The reference in Statute 12.4(iii) to the Chair of the Standing Committee of Assembly shall be understood as a reference to the Chair of Assembly, who shall be an ex officio member of Senate.
  - 5.2. Pursuant to Statute 12.4(iv), two deputy chairs will be additional representatives to Senate from its membership.