



ELECTION OF TWO PERMANENT OR FULL-TIME EMPLOYEES OF THE UNIVERSITY (ONE WOMAN, ONE MAN), WHO ARE NOT MEMBERS OF THE ACADEMIC STAFF OF THE UNIVERSITY TO THE SIXTH GOVERNING AUTHORITY NATIONAL UNIVERSITY OF IRELAND, MAYNOOTH PURSUANT TO THE UNIVERSITIES ACT, 1997.

DETAILS PERTAINING TO THE 2019 ELECTION

The four-year term of office of the fifth Governing Authority expires on 29 October 2019.

Section 15 of the Act provides that the University shall have a Governing Authority established in accordance with the Act and that, subject to the Act, the functions of the University shall be performed by or on the directions of its Governing Authority.

In accordance with Section 16 (2) (d) (iii) of the Act, the Governing Authority will include two permanent or full-time employees who are not members of the academic staff of the University (one man, one woman), elected by the non-academic staff.

Section 16 (11) of the Act gives power to the Governing Authority to make such regulations relating to the election and nomination of members of the Governing Authority as it thinks fit. The inclusion of any member of staff in a particular [category/constituency] is solely for the purposes of this election and does not and is not intended to convey any representation, warranty or undertaking by the University as to the legal or employment status of any such member of staff and any such categorisation is not intended to create any rights or obligations or have any legal effects or consequences, either under the *Universities Act, 1997*, the Statutes of the University, or otherwise, other than for these purposes.

Electoral Procedure:

- (i) The *electorate* will comprise the permanent or full-time non-academic staff of the University.
- (ii) In order to be a *candidate* in the election, an employee must be a member of the *electorate* who is a permanent or full-time employee of the University.
- (iii) Based on the requirements of Section 16(10) of the Act, which deals with gender balance, it has been decided that one woman and one man will be elected by the non-academic staff of the University.
- (iv) In order to be a *candidate* in the election, it is a necessary prerequisite that an official nomination paper in respect of the proposed *candidate*, who is a member of the *electorate*, be fully and correctly completed, and signed by two other members of the *electorate*. Persons nominated must give their written consent to being nominated by signing the form of acceptance incorporated in the nomination paper.
- (v) A *candidate* who is properly nominated will, nonetheless, not be a *candidate* in the election, or will cease to be a *candidate* in the election, if at any time between the date of nomination and the close of voting in the election at **noon on 25 October 2019**, he/she ceases to be a member of the *electorate*.
- (vi) Members of the *electorate* may apply for nomination papers either by writing to the Returning Officer, 'Non-Academic Election', c/o Vivienne Murray, Room 120, Callan Building, Maynooth University, Maynooth, Co. Kildare, by e-mail: governing.authority@mu.ie or by downloading them from the Governing Authority website at: <https://www.maynoothuniversity.ie/governing-authority/governing-authority-elections>.
- (vii) Official nomination papers must be lodged with the Returning Officer 'Non-Academic Staff Election', c/o Vivienne Murray, Room 120, Callan Building, Maynooth University, Maynooth, Co. Kildare or by e-mail: governing.authority@mu.ie by **5.00 p.m. on 7 October 2019**.
- (viii) Voting papers will be issued by internal mail not later than **14 October 2019** to those eligible to vote in the election.
- (ix) Voting in the election will be conducted under the system of Proportional Representation as used in elections to Seanad Éireann.
- (x) Voting in the election, which will be by postal ballot, will close at noon on **25 October 2019**.

**Professor Aidan Mulkeen, Returning Officer.
September 2019.**