

Authorised Representative Duties

You're receiving this information as an Authorised Representative of a UKSG member institution. Thank you for your membership and support of UKSG.

The purpose of this message is to explain some changes we'll be making to our Board of Trustees annual election process from 2024, and to explain your role as an Authorised Representative.

What changes are we making?

We are introducing designated categories to our Board of Trustees. Where a designated category is not represented on the Board, a place will be reserved for that category within the election process from 2024. Designated categories on the Board could include but are not limited to: Library, Publisher, Intermediary, Early Career, or International. If a suitable candidate cannot be appointed through election, the Board will aim to fill the designated categories through co-option.

Why are we making these changes?

To ensure the Board represents the diversity of our sector, and has a balance of views and opinions in order to best serve our membership.

What is your role as an Authorised Representative?

Authorised Representatives vote in UKSG elections, are legal signatories to UKSG documentation, act as the primary point of contact for UKSG and should be prepared to communicate about UKSG activities within your institution.

Can you change your institutional Authorised Representative?

Yes, any member institution can change their Authorised Representative (more information [here](#)). We would encourage member institutions to ensure that they know who their Authorised Representative is and to change their Authorised Representative to the most appropriate individual who will be able to engage with and communicate about UKSG activities.

Can only Authorised Representatives vote at elections?

Authorised Representatives can nominate a Proxy to vote in elections and attend our Annual General Meeting (more information [here](#)).