



PRELIMINARY NOTICE

ETUCE CONFERENCE 2012

Budapest – 26-28 November, 2012

Dear Colleagues,

The first ETUCE Conference under the new structure will take place in Budapest, between 26 and 28 November, 2012.

Timetable

Monday, 26 November 2012

- 08.30 – 09.30 Bureau meeting
- 09.30 – 12.00 Higher Education Caucus
- 09.30 – 12.00 Women's Caucus
- 10.00 – 13.00 Registration for the Conference
- 11.00 – 12.00 Meeting of the credentials' committee
- 12.00 – 13.00 Meeting of the elections' committee
- 14.00 – 17.30 ETUCE Conference

Tuesday, 27 November 2012

- 09.00 – 17.30 ETUCE Conference
- Festive dinner

Wednesday, 28 November 2012

- 09.00 – 12.00 ETUCE Conference
- 12.00 – 12.30 ETUCE Committee
- 12.30 -... Lunch

Venue

Dürer Event Hall
Ajtósi Dürer sor 19-21.
Budapest 1146
Hungary

Accommodation

Preferential rates have been negotiated with nearby hotels. Relevant information will be made available on the webpage. The secretariat will make the bookings for assisted delegates. Other participants will make their booking directly with the hotel of their choice.

Working languages

Interpretation is expected to be provided by the European Commission. Languages offered by the EU would be: EN-FR-DE-ESP-RUS-HU. The final languages provided will be confirmed two months prior to the conference and is subject to availability of interpreters.

Attendance

In accordance with the Constitution, the Conference shall be composed of delegates representing member organisations and the members of the ETUCE Committee. Each member organisation shall be entitled to one delegate and one additional delegate for every 20.000 members or a part thereof, up to a maximum of 25 delegates. As part of the agreed arrangements, all delegates will receive lunch and other refreshments during the conference without charge. Due to financial constraints, a conference fee of €85 must be paid for each non-assisted participant nominated. This amount covers the cost of lunches and transportation to and from Budapest airport.

Important deadlines

Elections

- Nominations for the positions of President and Vice-President must be received by the secretariat on or before 25/10/2012.
- Nominations for country seats may be submitted up to a time and date to be set by the Bureau during the conference itself.
- Proxy-voting: An organisation which wishes to assign its votes to another organisation for purposes of the elections to the ETUCE Committee must notify the secretariat in writing prior to the opening of the conference.

The voting strength of organisations will be determined by the average number of members per year for whom dues have been paid by the organisation in the three years prior to the Conference, in accordance with the following scale:

- Up to 1.000 members; one vote
- More than 1.000 members; one additional vote for each 1.000 members or part thereof.

Resolutions

Proposed resolutions for the Conference must be notified to the Bureau on or before 25/10/2012.

Conference assistance

Assistance will be provided to eligible delegates under the ETUCE rules for reimbursement. Organisations from eligible countries will be entitled to receive assistance for one delegate only. The assistance will consist of the payment of the airfare up to the maximum specified in the list of authorised flight fares and the payment directly to the hotel of the cost of bed, breakfast and other meals.

Conference documents

The formal invitation, together with further details, will be issued in due course.

Documents for the meetings will be made available on the ETUCE website (<http://conference2012.csee-etuice.org>). Registration will be processed on-line; in a special section which will be password protected. You will be advised of the password by email in due course.

Yours sincerely,



Ronnie Smith
President