Notice of 2022 UNSW Council Election and Invitation to Self-nominate: Undergraduate Students

What is the role of the UNSW Council?
As the governing authority of the University, the Council has a number of important functions, including the following:

- Overseeing the performance of the University and its academic activities
- Approving the University’s mission, strategic direction, annual budget and business plan
- Establishing policies and procedures for the University
- Overseeing Risk Management and systems of control and accountability for the University

What does the role of a Council Member involve?

- The role of a Council Member is analogous to that of a board director in a company. Members consider and make decisions on matters for which the Council is responsible.

- In carrying out their functions, each Council Member is subject to statutory duties requiring them to:
  - act in the best interests of the University as a whole; exercise care and diligence; and not improperly use their position or information acquired;
  - attend Council meetings (under the University’s Act, a Council member who misses three consecutive meetings after being given reasonable notice and without being excused by the Council ceases to be a member of the Council); and
  - serve as a member of Council committees or working parties to which they are appointed by Council.

The specific duties of Council members are set out in Schedule 2A of the University of New South Wales Act 1989.

Further information on the University Council is available at https://www.unsw.edu.au/governance/council-committees

What positions are available for students?
1 Undergraduate student

What is the term of office?
15 November 2022 to 30 June 2024 (this is an election to fill a casual vacancy)

When do nominations open?
9.00am, Wednesday 19 October 2022

When do nominations close?
4.00pm, Wednesday 26 October 2022
How do I know if I am eligible to stand for election and vote?

You are eligible to nominate as a candidate for the undergraduate student position and eligible to vote in any ballot for that position if on the last day for receipt of nominations:

1. You are enrolled as a student of the University proceeding towards a bachelor’s degree or a diploma other than a graduate diploma, and
2. You are a fit and proper person for the purposes of the Tertiary Education Quality and Standards Agency Act 2011 of the Commonwealth.

How do I nominate?

To nominate you must complete your online nomination form received via BigPulse, including the fit and proper person requirements declaration provided by the Tertiary Education Quality and Standards Agency. If you answer ‘yes’ to any question in the declaration, you must provide additional information as directed in the declaration for your nomination to be considered.

A nomination will be rejected if:

- You fail to complete the online nomination form
- You fail to complete and lodge the fit and proper person requirements declaration
- The Returning Officer is satisfied that you do not meet the fit and proper person requirements and are therefore not eligible to be elected.

The Guide to determining the fitness and propriety of a person provides further information on the fit and proper person requirements.

If you have not received an email from BigPulse by Wednesday 19 October 2022, then contact elections@unsw.edu.au.

Nominations must be lodged via BigPulse before 4.00pm, Wednesday 26 October 2022.

What happens next?

For any positions where there are more nominations than positions available, electronic ballots will be conducted from 9.00 am, Monday 7 November 2022 to 4.00 pm, Monday 14 November 2022.

Who do I contact if I have queries?

The Elections Office via email elections@unsw.edu.au.
### UNSW Council – Undergraduate Student Elections

<table>
<thead>
<tr>
<th>Event</th>
<th>Date/Time</th>
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<tbody>
<tr>
<td>Nominations Open</td>
<td>9.00am, Wednesday 19 October 2022</td>
</tr>
<tr>
<td>Nominations Close</td>
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<tr>
<td>Ballot opens (if required)</td>
<td>9.00 am, Monday 7 November 2022</td>
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<tr>
<td>Ballot closes (if required)</td>
<td>4.00 pm, Monday 14 November 2022</td>
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<tr>
<td>Results</td>
<td>As soon as practicable following the close of ballot</td>
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James Fitzgibbon  
Returning Officer  
UNSW Elections