

Notice of 2024 UNSW Council elections and invitation to self-nominate: staff and 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; and
- 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 Council is available at <https://www.unsw.edu.au/governance/council-committees>

What positions are available for staff?

- 2 academic staff members
- 1 professional (non-academic) staff member

What positions are available for students?

- 1 undergraduate student
- 1 postgraduate student

What is the term of office?

2 years, from **1 July 2024 to 30 June 2026**

When do self-nominations open?

9am on Friday 15 March 2024

When do self-nominations close?

4pm on Tuesday 2 April 2024

How do I know if I am eligible to stand for election and vote?

You are eligible to nominate as a candidate for a position and eligible to vote in any ballot for that position if you meet the following criteria:

Academic and professional (non-academic) staff:

You are either an academic staff member or a professional (non-academic) staff member of the University who is employed at 0.5FTE or greater.

Undergraduate students:

1. You are enrolled as a student of the University proceeding towards a bachelor's degree or a non-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. 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.

Postgraduate students:

1. You are enrolled as a student of the University proceeding towards a graduate diploma or graduate certificate, or a degree other than a bachelor's degree; 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. 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.

To be eligible as a candidate for the student positions, you must **not** be employed as an academic or professional staff member of the University at 0.5 FTE or greater.

How do I self-nominate?

Self-nominations must be made via BigPulse, UNSW's online election provider. If you have not received an email from BigPulse by 26 March 2024, please contact elections@unsw.edu.au.

Self-nominations must be lodged with BigPulse **before 4pm on Tuesday 2 April 2024**.

What happens next?

For any positions where there are more self-nominations than positions available, online voting will be conducted from **9am on Wednesday 10 April 2024 to 4pm on Friday 19 April 2024**.

Who do I contact if I have any questions?

The Elections Office via email elections@unsw.edu.au.

**2024 TIMETABLE FOR ELECTION OF STAFF AND STUDENT REPRESENTATIVES
OF THE UNSW COUNCIL**

UNSW COUNCIL – STAFF AND STUDENT ELECTIONS	
Self-nominations open	9am, Friday 15 March 2024
Self-nominations close	4pm, Tuesday 2 April 2024
Online voting opens (if required)	9am, Wednesday 10 April 2024
Online voting closes	4pm, Friday 19 April 2024
Results	As soon as practicable following the close of voting

James Fitzgibbon
Returning Officer
UNSW Elections