Notice of 2018 Academic Board Elections and Invitation to Nominate: Staff and Students

**What is the role of the Academic Board?**

As the principal academic body of the University, the Academic Board:
- elects the President of the Academic Board;
- oversees academic governance and maintenance of academic standards;
- advises the Vice-Chancellor and Council on the conduct and standards of teaching, scholarship and research; and
- liaises with faculties and makes recommendations to Council.

**What positions are available for staff?**

- 18 Professorial (2 from each Faculty)
- 18 Non-professorial academic staff (2 from each Faculty)

**What positions are available for students?**

- 1 Undergraduate student
- 1 Postgraduate Coursework student
- 1 Higher Degree Research student

**What is the term of office?**

For professorial and non-professorial staff and for students, 2 years, from 1 January 2019 to 31 December 2020.

**When do nominations open?**

9am, Friday 31 August 2018

**When do nominations close?**

4pm, Friday 21 September 2018

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

**Professorial staff:**
You are eligible if, on 4pm, Friday 21 September 2018, you have a full-time appointment or not less than 0.5 fractional appointment in an electorate (for details on electorates, see the nomination form).

**Non-professorial staff:**
You are eligible if, on 4pm, Friday 21 September 2018, you have a full-time appointment or not less than 0.5 fractional appointment in an electorate (for details on electorates, see the nomination form).

**Notes:**
- If you are eligible as a staff member, then you are not eligible as a student member.
- You may only stand in one electorate and must identify the relevant electorate on the nomination form.
- If you undertake duties in more than one faculty or program, then you will be included in the electorate where the greater amount of your time is occupied. In the event that equal time is spent in more than one faculty, you should contact elections@unsw.edu.au.
Students:
You are eligible to nominate as a candidate for the position and eligible to vote in any ballot for that position if on the last day for receipt of nominations:

- **Undergraduate students:** You are enrolled as a student of the University proceeding towards a bachelor’s degree; or a diploma other than a graduate diploma.

- **Postgraduate students:** You are enrolled as a student of the University proceeding towards a degree other than a bachelor’s degree; or a graduate diploma; or a graduate certificate.

- **Higher Degree Research students:** You are enrolled as a student proceeding towards a doctoral or master’s degree by research.

To be eligible to be a candidate for these positions you must also not be employed at 0.5 FTE or above on the academic or non-academic staff of the University.

**How do I nominate?**
Nominations must be made via BigPulse, if you have not received an email from BigPulse then contact [elections@unsw.edu.au](mailto:elections@unsw.edu.au).

Nominations must be lodged with BigPulse by 4pm, Friday 21 September 2018.

**What happens next?**
For any positions where there are more nominations than positions available, electronic ballots will be conducted from 9am, Friday 12 October 2018 to 4pm, Friday 19 October 2018.

**Who do I contact if I have queries?**
The Elections Office on 9385 3073 or [elections@unsw.edu.au](mailto:elections@unsw.edu.au).

### 2018 TIMETABLE FOR ELECTION OF STAFF AND STUDENT REPRESENTATIVES OF THE ACADEMIC BOARD

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