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

What is the role of the Faculty Board?
The Faculty Boards will consider and provide advice to the Dean on academic matters in the Faculty. This includes oversight of review of proposals for the establishment and revision of courses and programs, and oversight of the quality of teaching and research.

The Faculty Boards also perform such functions as delegated to them by Council.

What positions are available for staff?
- 4 x academic staff of the Faculty (*)

(*) All academic staff from the Faculty of Law will be appointed by the Dean to the Faculty Board. Accordingly, elections for the Faculty of Law for academic staff are not required.

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 academic staff, 2 years, from 1 January 2019 to 31 December 2020.

For students, 1 year, from 1 January 2019 to 31 December 2019.

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?
Academic 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 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.

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.

---

**2018 TIMETABLE FOR ELECTION OF STAFF AND STUDENT REPRESENTATIVES OF FACULTY BOARDS**

<table>
<thead>
<tr>
<th>FACULTY BOARD – STAFF AND STUDENT ELECTIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Nominations Open</strong></td>
</tr>
<tr>
<td><strong>Nominations Close</strong></td>
</tr>
<tr>
<td><strong>Ballot opens (if required)</strong></td>
</tr>
<tr>
<td><strong>Ballot closes (if required)</strong></td>
</tr>
<tr>
<td><strong>Results</strong></td>
</tr>
</tbody>
</table>