Elections 2017

Frequently Asked Questions

NOMINATIONS

When do nominations open?
Nominations open at 9am on Monday 7 August 2017.

How do I know if I’m eligible to nominate in an electorate?
You are eligible if, on 21 August 2017, you are enrolled as a student in the electorate in which you wish to nominate as a candidate.

Electorates include: Undergraduate student, Postgraduate coursework student and Higher degree research student. If you are nominating for a position on a Faculty Board you must be currently enrolled on 21 August 2017 in a program of study offered by that Faculty.

Can I nominate as a student if I also work at UNSW?
Yes. If you are enrolled as a student on 21 August 2017 and, currently employed less than 0.5FTE (full-time equivalent), you can nominate as a candidate.

Am I able to nominate for both Academic Board and a Faculty Board?
Yes. If you are eligible to nominate for an electorate, you can nominate in both Academic Board and Faculty Board elections. For eligibility, see above.

If I nominate for both Academic Board and Faculty Board do I need 2 nomination forms, 2 photos and 2 bios?
You will need to provide a separate completed nomination form for each electorate in which you would like to nominate as a candidate. You can attach these forms to the same email. You only need to provide one photo and one bio but you can also provide a separate one for each nomination if you wish.

How do I nominate?
Nominations must be made on nomination forms (which contain detailed election information) available from: https://www.gs.unsw.edu.au/elections/index.html

When do I need to complete the nomination process?
Nominations can be submitted via post, internal mail or email, and must reach the Elections Office by 5pm on Monday 21 August 2017.

Can I change my bio and/or picture after I’ve submitted a nomination?
Yes. You can amend your bio and/or photo if it is before the close of nominations as above.

Can I withdraw my nomination?
Yes. Nominations may be withdrawn up to 24 hours prior to the opening of the ballot. Once voting has commenced nominations cannot be withdrawn.

What happens after I nominate?
The Elections Office will send you an email within 5 working days acknowledging receipt of your application. We will not contact you regarding eligibility of your nomination until nominations have closed. It is your responsibility to check the requirements of nominations.
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**How much time commitment will be required of successful candidates?**
Academic Board is currently held on the first Tuesday of the month from 10am-12pm, 8 times a year. The term for Academic Board is 1 January 2018 to 31 December 2019. Faculty Board commitment varies and 2017 dates are shown at the Faculty Boards & Committees web page. You should expect that the 2018 meetings will be similar. The term for Students on Faculty Boards is 1 January 2018 to 31 December 2018.

**BALLOTS AND CAMPAIGNING**

**Will there be a ballot?**
An electronic ballot will be conducted if there are more nominations than positions available. The positions available are shown here.

**When do ballots start and finish?**
Ballots (if required) will commence on Monday 4 September 2017 at 9am and close on Monday 11 September 2017 at 5pm, also referred to as the ‘voting period’. Candidates will be informed shortly after the close of nominations if a ballot is required.

**How is the order of candidates on ballots determined?**
The ballot order is randomly allocated.

**When can I start campaigning?**
Candidates can start campaigning as soon as the notice of ballots has been released.

**Are there restrictions on campaigning?**
Yes. Candidates are expected to comply with the University’s Codes of Conduct and any applicable University policies and/or guidelines. In addition, candidates are expected to conduct their candidacy in a respectful, ethical and collegial manner and with the overarching responsibility to act in the best interests of the University.

For more information about campaigning, the guidelines for campaigning will be available here once nominations close.

If you are unsure what constitutes impermissible campaigning activities, contact the Elections Office at elections@unsw.edu.au or 02 9385 3073.

**I’m having trouble voting – help!**
You will need to use your zID and password to access the election system. The system will automatically display the elections in which you are entitled to vote. You will not be able to cast a vote before the ballots open, even if you received an email encouraging you to vote. If you make a mistake during voting, unfortunately your vote will stand. You are not able to vote again in the same election. To ensure the integrity and impartiality of the results, the Elections Office does not have access to the election while it is in progress. Therefore, we are unable to provide updates to candidates.

Ballots open at 9am on **Monday 4 September 2017**. If you are experiencing issues during the voting period, contact the Elections Office at elections@unsw.edu.au or 02 9385 3073.
When will the results be available?
Candidates elected unopposed will be informed via email shortly after nominations close and before ballots commence.

Successful candidates from ballots will be informed as soon as practicable after the voting period has ended.

All results will be published on the elections website.

ANY OTHER QUESTIONS?

Please contact the Elections Office at elections@unsw.edu.au or 02 93853073.