Notice of 2022 UNSW Council Elections and Invitation to 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
- 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.gs.unsw.edu.au/councilandcommittees/index.html

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 2022 to 30 June 2024

When do nominations open?

9.00am, Tuesday 22 March 2022

When do nominations close?

4.00pm, Tuesday 5 April 2022
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 on the last day for receipt of nominations:

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

**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.

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 via BigPulse **before 4.00pm, Tuesday 5 April 2022.**

What happens next?

For any positions where there are more nominations than positions available, electronic ballots will be conducted from **9.00 am, Wednesday 20 April 2022 to 4.00 pm, Wednesday 27 April 2022.**

Who do I contact if I have queries?

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

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**2022 TIMETABLE FOR ELECTION OF STAFF AND STUDENT REPRESENTATIVES OF THE UNSW COUNCIL**

<table>
<thead>
<tr>
<th>Event</th>
<th>Date/Time</th>
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<tbody>
<tr>
<td>Nominations Open</td>
<td>9.00am, Tuesday 22 March 2022</td>
</tr>
<tr>
<td>Nominations Close</td>
<td>4.00pm, Tuesday 5 April 2022</td>
</tr>
<tr>
<td>Ballot opens (if required)</td>
<td>9.00 am, Wednesday 20 April 2022</td>
</tr>
<tr>
<td>Ballot closes (if required)</td>
<td>4.00 pm, Wednesday 27 April 2022</td>
</tr>
<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