Student Members on Academic Senate and its Standing Committees

Elections to fill student positions are now being held, in accordance with the University’s Academic Governance Policy and Elections Policy.

The term of office will be from 1 June 2013 to 31 May 2015.

Call for nominations

Nominations of eligible students are hereby called to fill the positions on Academic Senate and its committees, listed in the ‘Poll Information’ table below.

Poll Information

<table>
<thead>
<tr>
<th>Poll</th>
<th>Position</th>
<th>Electoral Roll</th>
</tr>
</thead>
<tbody>
<tr>
<td>Poll 1</td>
<td>Undergraduate student member of Academic Senate (two positions)</td>
<td>All Undergraduate students</td>
</tr>
<tr>
<td>Poll 2</td>
<td>Postgraduate student member of Academic Senate</td>
<td>All Postgraduate students</td>
</tr>
<tr>
<td>Poll 3</td>
<td>Higher degree research student member of Senate Bachelor (Honours) Committee</td>
<td>Higher degree research students who have completed an honours program at UWS.</td>
</tr>
<tr>
<td>Poll 4</td>
<td>Higher degree research student member of Senate Research Committee</td>
<td>All higher degree research students</td>
</tr>
<tr>
<td>Poll 5</td>
<td>Undergraduate student member of School of Law School Academic Committee</td>
<td>All undergraduate students enrolled in School of Law undergraduate programs</td>
</tr>
</tbody>
</table>

Nomination Process


Nominees are requested to provide a candidate statement, of not more than 200 words, which will be made available to voters. This must be supplied electronically in WORD format. Statements not submitted electronically in WORD format will not be accepted and statements exceeding 200 words will be truncated.

Your online nomination form must be submitted by 4.00pm on Friday 12 April 2013.

Ballots and voting

If more than one valid nomination is received for any position, an electronic ballot using BigPulse voting software will be conducted between Monday 29 April and Monday 6 May, 2013.

Sharon Rigney
Returning Officer
returningofficer@uws.edu.au
STEPS FOR SUBMITTING A VALID NOMINATION

**STEP 1: DETERMINE YOUR ELIGIBILITY**

Only persons who are listed on a relevant Student Electoral Roll, produced from the Student Administration System as at 4.00pm on 12 April 2013, are eligible to nominate and to vote in any of the elections referred to in this Notice.

- An ‘undergraduate student’ is a student enrolled in a UWS undergraduate degree program (including UWS diplomas).
- A ‘postgraduate student’ is a student enrolled in a UWS postgraduate degree either a postgraduate coursework program or a postgraduate research higher degree program.
- A ‘higher degree research student’ is a student enrolled in units counting towards a postgraduate research higher degree program, (i.e. a Masters (Honours), Doctor of Philosophy or Professional Doctorate program).
- A student may be listed on more than one electoral roll, and may participate in any or all of the elections for which the student satisfies the eligibility criteria but may not nominate for more than one category of position on the same committee. The above ‘Poll Information’ table indicates the electoral roll to be used for each position.

**STEP 2: REVIEW THE ROLE OF THE COMMITTEE AND YOUR ROLE AS A STUDENT MEMBER**

You should review the role and terms of reference of any committee for which you are nominating:

- Academic Senate Standing Committees webpage for other committees: [www.uws.edu.au/about_uws/uws/academic_senate/academic_senate_standing_committees](http://www.uws.edu.au/about_uws/uws/academic_senate/academic_senate_standing_committees).

You must also acknowledge on the online nomination form that you have read and accept the ‘Responsibilities of Student Committee Members’ [http://www.uws.edu.au/studentresponsibilities](http://www.uws.edu.au/studentresponsibilities)

**STEP 3: PREPARE YOUR CANDIDATE STATEMENT**

A candidate may provide with the nomination a statement of not more than 200 words containing information relating to the candidate that he or she wishes to provide for the information of voters. That information may include, for example, the following:

- Full name;
- School or unit;
- Course and academic year;
- Qualifications and experience;
- Positions or offices held at any time in public bodies, clubs and institutions (including University clubs and societies) with dates of tenure.

The Returning Officer may at their discretion request a candidate to amend the statement if, in the opinion of the Returning Officer, the statement contains inappropriate information or comment. Refusal to comply with this request will result in non-distribution to voters of the information supplied by a candidate. Candidate statements which contain more than the specified number of words may be truncated by the Returning Officer.

**STEP 4: LODGE YOUR NOMINATION**

You can complete the online nomination form at: [www.uws.edu.au/studentelections](http://www.uws.edu.au/studentelections)