

## Notice of student election for Academic Board and Learning and Teaching Quality Committee

**Nominations open:** 12.00 am Monday, 22 July to 11.59 pm Sunday, 4 August 2024.  
**Ballot:** 12.00 am Monday, 12 August to 11.59 pm Sunday 18 August (if required)  
**Outcome announced:** Friday 23 August 2024

Vacancies exist for 3 positions on Federation University's Academic Board and 1 position on Learning and Teaching Quality Committee (which is a standing committee of Academic Board). All positions are for a one-year term starting on 1 October 2024 and ending on 30 September 2025.

The students elected to these positions will be expected to attend up to six meetings per year by videoconference; should anticipate up to three hours of duties per meeting and attend an online induction session (1-2 hours).

In addition to the criteria for each role in the table below, at the time of applying eligible students must:

- i. be studying at the University within Australia at a time fraction of 0.5 or more
- ii. not be employed by the University at a time fraction of 0.5 or more
- iii. be 18 years of age or over
- iv. not currently be serving a custodial sentence.

The election is governed by the Federation University Australia (Operations) Regulations, Part 5, Divisions 1, 3, 4, 5, 6, 7, 8 and 9.

### Call for nominations

Nominations are invited from eligible students across all campuses for positions on Federation University's:

- Academic Board
- Learning and Teaching Quality Committee (a standing committee of Academic Board).

We highly value students' participation in the Academic Board and its committees. Being part of these committees provides an opportunity to engage with governance processes, contribute to discussions on teaching and research matters, and gain valuable experience in meetings – all of which can enhance your communication skills and enrich your CV.

Visit the [Academic Board](#) and [Learning and Teaching Quality Committee](#) websites for information about their membership and charter. Six meetings are scheduled each year and are held by video conference.

#### Academic Board and Committee vacant student positions

Name	Position	Appointment Terms
Academic Board	One HDR (Higher Degree Research) student	One year commencing on 1 October 2024 and concludes on 30 September 2025.
Academic Board	One coursework student from higher education	
Academic Board	One student from TAFE	
Learning and Teaching Quality Committee	One HDR (Higher Degree Research) student	



## Nomination process

Visit the Academic Board's [election website](#) for a nomination form. Nomination forms will be made live on the website from 22 July 2024.

Complete the nomination form for the position that interests you and submit it before the close of nominations on 4 August 2024.

To successfully complete the form, nominating students must provide contact details of two other students who endorse the application. The nominee and two endorsers must all be currently enrolled students at Federation University at a time fraction of 0.5 or more. Verification of endorsement for your nomination will be completed prior to acceptance.

You will be invited to upload a statement of up to 250 words with your form. Your statement might include your interest in the role, relevant experience, or what you hope to bring to the role. This will be shared with students if there is a ballot to help them choose their preferred candidate.

## Submissions

Nominations open Monday, 22 July 2024 at 12.00 am.

The online nomination form must be submitted no later than **11.59 pm on Sunday, 4 August 2024**.

## Voting arrangements

In the event that more than one nomination is received for any given position, an election will be held from **12.00 am Monday 12 August closing at 11.59 pm Sunday, 18 August 2024**. A link to an online voting form will be emailed to all enrolled students.

The election uses a first-past-the-post voting system where each voter has a single vote and the candidate with the most votes wins. All enrolled students at Federation University are eligible to vote. For some positions, there are additional voting restrictions. For example:

- TAFE positions are to be elected by TAFE students.
- Higher Education coursework positions are to be elected by Higher Education students.
- HDR positions are to be elected by HDR students.

At the close of the election, results will be announced to the candidates who will have 48hrs to lodge a dispute should they have any concerns. Disputes will be resolved by the Election Officer in conjunction with the Returning Officer and the complainant. Complainants will receive timely communication and be informed of the outcome of their dispute.

Election results will be announced University-wide within 10 working days of the election closing or upon resolution of outstanding disputes.:

If you have any questions, please contact an Election Officer at [academic.secretariat@federation.edu.au](mailto:academic.secretariat@federation.edu.au)

### Returning officer

Lisa Francis