

## Transcript



Title: Swinburne Elections Information Session

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Audio/video for this transcript available from: <http://commons.swinburne.edu.au>

Welcome to the Swinburne University Elections Information Session.

The key information we will cover in this session includes (i) the benefits of becoming a board or committee member; (ii) the key election processes; (iii) where to find information; and (iv) details around campaigning.

Swinburne statutory elections are held each year to fill student and staff positions on the following bodies, the University Council, Academic Senate, the UniSuper Consultative Committee, the Swinburne Student Life Board and Faculty Student Consultative Committees if the terms of those currently in those positions are due to finish.

Being a member of a Board or Committee will give you valuable experience on how these bodies operate.

The skills you'll learn will benefit you in your working life and will increase your networks.

Student and staff input into Boards and Committees give management insight into what is important to students and staff. This helps in developing future strategies.

There are three key stages to an election – the nomination period – voting period – and announcing the election results.

In the nomination period, candidates self-nominate and if there is only one nominee for a position this is deemed to be an uncontested position.

If there is more than one nominee for a position, then an election is held online. The electorate votes and the candidate with the most votes wins the election for that position.

One of the best resources you can access throughout the election is the Swinburne elections website. Note the URL at the bottom of this slide. The site includes key dates and times, positions that will be filled through the election process, details of what you can expect as an elected representative and the Regulations that guide how elections are conducted.

The Notice of Election page gives you a one stop reference point. This page will be updated throughout the election process. It provides you with details of the nomination and voting periods and the available staff and student positions. Candidate details and election results are also published here.

There's eligibility criteria for students and staff to participate in the elections, details are outlined in the Election Regulations.

In summary students must be 18 years or older at nomination; studying the equivalent of 50% or more of a full-time load; living in Australia; attending the University solely or primarily as a student rather than as an employee; and satisfy probity requirements.

For staff, they must hold a 0.5 or more on-going or fixed-term appointment; be living in Australia; attending the University solely or primarily as a staff member rather than a student; have completed their probationary period of employment; and satisfy probity requirements.

Email communication is sent to relevant electorates from Swinburne Elections and the emails from the University election provider BigPulse contain the unique links required to submit a self-nomination and to vote. The elections will also be promoted through OnCourse. If you're looking for these emails, try one of the following searches. If you still experience difficulties locating the emails, contact the Returning Officer who will assist you further.

Candidates are encouraged to campaign during the election period. All candidates are required to prepare a nomination statement with their photo to promote their candidacy during the voting period. Candidates can also make use of flyers and talking with fellow students, which may need to be electronically-enabled due to the current environment.

Elections shall be conducted in a manner befitting a professional organisation, including maintaining campaigning and electioneering within responsible, sensible limits and ensuring that a spirit of collegiality and essential fairness prevails. If you have concerns, an official complaint can be lodged through the online complaints process.

To recap, the elections web site is your best go to reference for information during the election period. The notice of election contains details of nomination and voting periods, positions being filled by election and live updates of the candidate names and the results. The site provides guidance on how to nominate and vote, what each position entails and who to contact if you have further questions. Thank you for your time and good luck to all candidates for this year's election.

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