

ELECTION INFORMATION & TIMETABLE

The Monash University Council election will facilitate the election of one staff member and one student member to the Council of Monash University. Both elected members will serve a 2 year term on the Council commencing November 1, 2024.

When are these elections?

The election period commences on Monday August 26th with a call for nominations, and nominations close Wednesday 4th September, and if a poll is required voting will take place from Tuesday 10th September until Tuesday 17th September. A complete timeline containing all the relevant dates and times can be found at the end of this document – with all necessary detail around deadlines as well as being outlined below in each relevant section.

Who is eligible to stand for these positions?

In order to be eligible to stand for election for the position of student member of Council a student must, for the duration of the calendar year of 2024, either:

- I. have been enrolled at an Australian campus of Monash University at no less than 0.5 equivalent full-time student load (EFTSL); or
- II. have been granted an intermission from a course of study at an Australian campus of the University pursuant to regulation 70 of the *Monash University (Council) Regulations*; or
- III. a combination of (I.) and (II.); and; if the student is also an employee of the University, they must not hold a continuing or fixed-term appointment exceeding 0.5 equivalent full-time (EFT).

In order to be eligible to stand for the position of staff member of Council a person must, at all times during the period of twelve months until 1 November 2024, be employed by the University and hold a continuing or fixed-term appointment of at least 0.5 EFT and reside in Australia.

When are nominations open and how do I nominate?

Nominations open at 9.00am (AEST) on Wednesday 28 August and close at 5.00pm (AEST) Wednesday 4 September.

You can nominate to be a candidate for either position by downloading the Nomination form on the University Council election website and following the instructions on the form.

When filling out the Nomination form, staff will need five other staff as nominators who must be eligible to vote, and students will require five other students who are eligible to vote to nominate them. You will need to lodge your nomination directly to the Returning Officer via email.

When will the voting be?

If there is more than one nomination for either position, the election will be from 9:00 AM (AEST) Tuesday 10 September until 5:00 PM (AEST) Tuesday 17 September.

Who can vote in this election?

All students are eligible to vote for the election of the student member of Council, except for persons who:

- are enrolled at the University in non-award study or in one or more units of study that do not form part of a course of study;
- are pursuing a course of study or unit of study at the University through an exchange or study program or other arrangement between the University and another educational institution;
- have deferred enrolment in a course of study;
- have completed a course of study but on or to whom the relevant degree or award has not been conferred or awarded;
- are enrolled in one or more units of study which do not lead to an award of the University;
- are enrolled in a course of study leading to an Associate Degree or Diploma; or
- are enrolled at the former Monash South Africa campus.

All members of staff are eligible to vote at an election of a staff member, provided they are a member of staff at the date on which the electoral roll is prepared for that election (which for this election is the 22nd of August)

How can I vote?

All eligible staff and students will receive a unique link to their Monash University email that will allow them to vote online.

What is expected of me as a candidate?

Candidates are expected to follow the guidelines and rules as set out in the campaign Principles and the Resolution of the University Council that is available on the Council election webpage. Candidates are also expected to abide by Monash University Policy (such as the Social Media Policy and Integrity and Respect Policy) and directions of the Returning Officer must be followed at all times.

How can I campaign?

In line with the campaign Principles, candidates are permitted to campaign in person and campaign materials must not be:

- offensive, derogatory or discriminatory;
- untrue, misleading, defamatory or deceptive;
- branded similarly to the University including the use of any part of the University logo; or
- branded similarly to any external organisation including, but not limited to, the Australian Electoral Commission or any government department.

For further information regarding campaigning please read the campaign Principles on the Council election webpage.

How can I register a complaint?

All complaints regarding election conduct must be raised with the Returning Officer. This needs to take the form of an email, outlining;

- what has taken place
- what rules/policies are alleged to have been broken
- evidence collected
- the remedy sought

The Returning Officer will then make a decision on the complaint and rule on the matter. If candidates believe there has been an error or the rules have not been applied correctly they are entitled to appeal this decision directly to the election tribunal - the Tribunal member is Mr Andrew Saunders contactable on 03 9988 2025 or at andrew.saunders@vicbar.com.au

Who can I contact about the election if I need more information?

Contact Gavin Ryan, the Returning Officer, on the details below. Gavin is external to the University and has been contracted to run this election as Returning Officer. He will happily answer any questions and step you through any part of the process.

Gavin Ryan

Returning Officer

26 August 2024

0403 336 829

returning.officer@monash.edu

Please find the Election Timeline on the following page

Monash University Council Election timeline

Action		
Mon	26-Aug	Notice of election sent out, election forms posted on the Council election webpage
Tue	27-Aug	
Wed	28-Aug	Opening of nominations 0900 AEST
Thu	29-Aug	
Fri	30-Aug	
Sat	31-Aug	
Sun	1-Sep	
Mon	2-Sep	
Tue	3-Sep	
Wed	4-Sep	Nominations close 1700 AEST
Thu	5-Sep	
Fri	6-Sep	Candidate Statements deadline of 1700 AEST, Notice of Nominations posted on Council Election webpage
Sat	7-Sep	
Sun	8-Sep	
Mon	9-Sep	Candidate Statements posted on Council Election webpage
Tue	10-Sep	Voting period opens 0900 AEST
Wed	11-Sep	Voting period
Thu	12-Sep	Voting period
Fri	13-Sep	Voting period
Sat	14-Sep	Voting period
Sun	15-Sep	Voting period
Mon	16-Sep	Voting period
Tues	17-Sep	Voting period closes 1700 AEST
Wed	18-Sep	
Thu	19-Sep	Declaration of Poll published on Council Election webpage
Fri	20-Sep	0900 AEST Election results sent out by email

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