



NOTICE OF ELECTION AND CALL FOR NOMINATIONS FOR ELECTED STAFF POSITION ON ACADEMIC SENATE Research Institute

Key Information

A	Term of Office	Commencing from the date of Results Declaration to 31 December 2027
B	Nominations open	Monday, 20 April 2026
C	Nomination forms, candidate statements and photos should be submitted via:	Nomination form link received via email
D	Nominations close	5:00pm Tuesday, 5 May 2026
E	Notice and opening of ballot	9:00am Tuesday, 12 May 2026
F	Ballot closes	5:00pm Tuesday, 26 May 2026

Notice of Election

In accordance with the [Academic Senate Charter](#) and the University's [Elections Policy](#), this is a notice of election for (Level A or B) from the Research Institutes of the University.

The term of office for the elected member as indicated in the Key Information Table A.

Poll Information: Academic Senate

Poll	Position	Number of Positions available
Poll 1	One academic staff member at Level A or B from the Research Institutes of the University	1

Nomination Process

Nominations must be submitted using the online nomination form on BigPulse (link sent by email) no later than the Nomination Closing Date (D) as indicated in the Key Information table above.

Eligibility

To be eligible to stand, nominate and/or vote a person must be on the Roll of Academic Staff for an Institute at the close of nominations (D). Further information about eligibility is provided on the [elections webpage](#).

Candidate statement and photo

Nominees may support their nomination with a candidate statement and photo which, in the event of a ballot, will be made publicly available to voters via the online voting system.

Photos should be in .jpeg format and no bigger than 256kb.

Candidate statements must be no more than 200 words maximum, in MS Word format, and attached to the online nomination form (C) in the supporting documentation section.

Candidate statements may contain:

- (a) the candidate's name;
- (b) the candidate's current occupation or position;
- (c) any academic or professional qualifications;
- (d) any honours or distinctions;
- (e) any employment or other relevant experience;
- (f) any other information the candidate thinks is relevant.

The Returning Officer may ask the candidate to edit or redact any information that exceeds the 200 word limit, or that the Returning Officer considers irrelevant. If this does not occur by the deadline specified by the Returning Officer, the Returning Officer has the discretion to withhold the candidate's statement from being distributed to voters.

Ballots and Voting

If, at the close of nominations, there is more than one valid nomination for this position, a ballot will be conducted using BigPulse online voting technology during the period (E) and (F) indicated in the Key Information table above.

The candidate statement and photo received via the nomination form will be used for the purpose of the ballot.

Further Information

Candidates should familiarise themselves with the role and terms of reference for Academic Senate in the [Academic Senate Charter](#)

For additional information, candidates may also contact the Returning Officer (details below).

Shubha Devadasen

Returning Officer

ReturningOfficer@westernsydney.edu.au

