

ACADEMIC SENATE - NOMINATION FORM - STAFF

Term of Office 1 January 2027 – 31 December 2028



MACQUARIE
University
SYDNEY • AUSTRALIA

- **THREE (3) CONTINUING ACADEMIC STAFF MEMBERS FROM EACH FACULTY ON ACADEMIC SENATE:**
 - Faculty of Arts
 - Faculty of Medicine, Health and Human Sciences
 - Faculty of Science and Engineering
 - Macquarie Business School
- **ONE (1) ACADEMIC STAFF MEMBER FROM THE INDIGENOUS STAFF ELECTORATE**

Eligibility criteria for participation in Academic Senate elections

Pursuant to clauses 12 and 14 of the [Academic Senate Rule](#), staff are to be elected by and from the academic staff of each electorate in accordance with [Schedule 1 of the University By-law](#) provided that:

- only members of the academic staff who are full-time or part-time continuing, or fixed term for three or more years and with fractional appointment of 50 per cent and above are eligible to participate in the election and to be elected; and
- members elected from each Faculty electorate must be from different departments.

A separate nomination form must be completed for each candidate. A nomination form must be:

- signed by two persons qualified to vote at the election (i.e. academic staff who meet the criteria outlined above), one of whom is the proposer and one of whom is the seconder; and
- endorsed with, or accompanied by, the written consent of the candidate to their nomination.

Important Dates

Notice of Election and Nominations open	Wednesday 2 September 2026	Week 6
Nominations close	Wednesday 16 September 2026, 3.00 pm	Week 8
Ballot Draw with Scrutineers (optional)	Tuesday 6 October 2026; 1.30-3pm	Week 9
Mid-Session Break (including public holiday)	Mon 21 September – Monday 5 October 2026	Recess
Voting opens	Wednesday 14 October 2026, 3.00 pm	Week 10
Voting closes	Wednesday 28 October 2026, 3.00 pm	Week 12
Vote Counting	Thursday 29 October 2026, 2.00 pm	Week 12

We nominate the following member of staff for election to **Academic Senate** as a candidate for election to the Academic Senate, in the role of **(tick appropriate – one box only)**:

☐ Continuing Academic Staff Member from:

- ☐ Faculty of Arts ☐ Faculty of Medicine, Health and Human Sciences
☐ Macquarie Business School ☐ Faculty of Science and Engineering

☐ Academic Staff Member from the Indigenous Staff Electorate

Title	
Full name of Nominee	
Preferred name for Ballot	
Email Address	
Phone Number	
Department / School / Unit	
Faculty/Portfolio	

Proposed by:

Title			
Full name of Proposer			
Email Address			
Phone Number			
Department / School:			
Faculty/Portfolio			
Signature		Date	

The deadline for submission of nomination forms is **3.00 pm Wednesday 16 September 2026**
Forms to be submitted by email to election@mq.edu.au

Seconded by:

Title:			
Full name of Seconder			
Email Address			
Phone Number			
Department / School / Unit			
Faculty/Portfolio:			
Signature		Date	

Candidate Consent:

I hereby consent to this nomination and declare that I meet the eligibility criteria set out for the role I am nominating for.

Signature of Candidate		Date	
All signatures on this form must be written signatures (form is printed, signed, then scanned), or e-signatures.			

Notes for Candidates:

1. Candidates are invited to **attach to the email submitting this nomination form:**

- a statement relating to their candidacy - not more than 150 words; and
- a photograph (submit as a jpeg file);

for inclusion on the ballot to be viewed by voters. The statement should be in plain text (without letterhead, special fonts, indents, use of bold, italics or colour formatting) and the photo should be cropped to head and shoulders. Voters can vote using a range of devices and uncropped photos or special formatting may not be displayed on all device types. The Returning Officer may make minor typographical edits to the statement or crop the photo.

Nominations, including statement and photograph, must be received by **3.00 pm on Wednesday 16 September 2026** by email to election@mq.edu.au

2. Candidates are advised that upon a formal written request and following the approval of the Returning Officer / Deputy Returning Officer, election data may be released to staff. This data may include the candidate's full name and election results.

3. Each candidate is entitled to appoint a scrutineer to attend the ballot draw to determine the order in which candidates will appear on the ballot. The staff ballot draw will occur on **Tuesday 6 October 2026; 1.30-3pm** on campus. Further information will be provided to those who have registered to attend. Scrutineer forms are available from the [election forms](#) website. It is not compulsory to appoint a scrutineer.

CP Association

Board of Directors Elections

You are eligible to vote for President-Elect.

Place the **number 1** against your first preference.

You may continue to number candidates in order of preference.

2		Candidate statement - 150 word candidate statement here. The statement should be in plain text (without letterhead, special fonts, indents, use of bold, italics or colour formatting).
1		Candidate statement - 150 word candidate statement here. The statement should be in plain text (without letterhead, special fonts, indents, use of bold, italics or colour formatting).
		Candidate statement - 150 word candidate statement here. The statement should be in plain text (without letterhead, special fonts, indents, use of bold, italics or colour formatting).
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Example online election ballot

A Frequently Asked Questions document for staff is also available on the [election website](#).

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