

NOTICE OF NOMINATIONS

ELECTION OF ACADEMIC STAFF TO THE COLLEGE BOARDS



The University of Newcastle is to elect academic staff members to the College Boards for a two-year term, commencing 1 January 2027 and concluding 31 December 2028.

Nominations for the positions are now open and will close 5:00pm AEST, Friday 21 August 2026. If required, an electronic ballot will be conducted.

Available positions

College	School	Positions Available	Term
College of Engineering, Science and Environment	School of Architecture and Built Environment	1 x two-year position	1 Jan 2027 – 31 Dec 2028
	School of Engineering	1 x two-year position	1 Jan 2027 – 31 Dec 2028
	School of Computer and Information Sciences	1 x two-year position	1 Jan 2027 – 31 Dec 2028

College	School	Positions Available	Term
College of Health, Medicine and Wellbeing	School of Biomedical Sciences and Pharmacy	1 x two-year position	1 Jan 2027 – 31 Dec 2028
	School of Health Sciences	1 x two-year position	1 Jan 2027 – 31 Dec 2028
	School of Medicine and Public Health	1 x two-year position	1 Jan 2027 – 31 Dec 2028
	School of Nursing and Midwifery	1 x two-year position	1 Jan 2027 – 31 Dec 2028

College	School	Positions Available	Term
College of Human and Social Futures	School of Education	1 x two-year position	1 Jan 2027 – 31 Dec 2028
	School of Humanities, Creative Industries and Social Sciences	1 x two-year position	1 Jan 2027 – 31 Dec 2028
	Newcastle Business School	1 x two-year position	1 Jan 2027 – 31 Dec 2028
	Newcastle School of Law and Justice	1 x two-year position	1 Jan 2027 – 31 Dec 2028

Eligibility

All staff (of the relevant School) employed as academic staff by the University as at 21 August 2026 (close of nominations) are eligible to nominate for this election. This includes academic staff on continuing and fixed term employment arrangements, but does not include people with sessional, casual or conjoint arrangements.

Consistent with the requirements of the Tertiary Education Quality and Standards Agency (TEQSA), the Council and the Academic Senate expects all nominees to be fit and proper persons.

Why nominate

College Boards oversee teaching, learning, assessment and research activities within the College and are responsible for continuous improvement and approving academic content and new courses, college procedures and managing schools within the college.

As an academic staff member on a College Board, you will be invited to attend meetings, share your perspective as an academic and develop your governance skills and experience.

For further information about this election, visit the [Elections Web Page](#).

How to nominate

Nominations must be submitted on the approved Nomination Form (see page 3). There must be a separate Nomination Form for each candidate.

Nominations must be accompanied by a Fit and Proper Person Declaration.

You can include a statement (150 words or less) to support your nomination, together with a photograph. This will be distributed to voters in the event there is more than one eligible nomination received for the positions available and an electronic ballot is required. If your statement is longer than 150 words, the University Secretary reserves the right to edit it down.

The completed Nomination Form can be submitted to the Returning Officer via email:
elections@newcastle.edu.au

COMPLETED NOMINATION FORMS MUST BE RECEIVED BY 5:00PM AEST, FRIDAY 21 AUGUST 2026.

Hamish Lithgow
Acting University Secretary / Returning Officer
Governance and Assurance Services

NOMINATION FORM

ELECTION OF ACADEMIC STAFF TO THE COLLEGE BOARDS



I wish to nominate for election to a College Board for a term commencing 1 January 2027.

NAME
STAFF NUMBER
COLLEGE
SCHOOL
EMAIL ADDRESS
PHONE NUMBER
SIGNATURE
DATE

COMPLETED NOMINATIONS FORMS MUST BE RECEIVED BY 5:00PM AEST, FRIDAY 21 AUGUST 2026.

The completed Nomination Form can be submitted by email to elections@newcastle.edu.au

FIT AND PROPER PERSON DECLARATION

ELECTION OF ACADEMIC STAFF TO THE ACADEMIC SENATE



Personal details

Name

Staff Number:

Disclosures

Please consider the following questions and respond 'Yes' or 'No' to each. Disclose matters that may be relevant to your suitability for governance responsibilities.

#	Question	Yes	No
1	Have you ever been convicted of an offence (in Australia or overseas), or been subject to a pecuniary penalty under law (excluding spent/annulled convictions)?	☐	☐
2	Are you currently a party to any court, tribunal, or regulatory proceedings?	☐	☐
3	Have you ever been declared bankrupt, insolvent, or entered into any arrangement with creditors (e.g. debt agreements), or do you currently have significant outstanding debts to the Commonwealth or other public authorities?	☐	☐
4	Have you been associated with an education provider that has had registration, accreditation, funding, or approval cancelled, suspended, or subject to conditions or breaches?	☐	☐
5	Have you ever been disqualified from managing corporations or otherwise restricted from governance roles?	☐	☐
6	Have you ever knowingly provided false or misleading information to a regulatory authority, government body, or funding agency?	☐	☐
7	Have you been found to have engaged in professional misconduct, academic misconduct, unethical behaviour, or conduct that could reasonably diminish public confidence in your suitability for governance responsibilities?	☐	☐

If you answered 'yes' to any of the questions, please attach additional information such as the nature of the conduct and your involvement in the matter.

Declaration

I declare that I am a fit and proper person of good character, integrity, and judgement, and that the information provided in this form is true, complete, and correct to the best of my knowledge and belief.

I understand that providing false or misleading information, or failing to disclose relevant information, may result in my nomination being withdrawn, my election being set aside, or other action being taken in accordance with University policies, and applicable law.

I acknowledge my ongoing obligation to notify the University of any changes to the information provided.

Signature:

Date:

This form is a simplified declaration based upon the TEQSA 'Fit and Proper person requirements declaration'. It will be used to confirm nominees are fit and proper persons and for no other purpose.