

COUNCIL STUDENT NOMINATION FORM

Category: **Student Elected Member**

A student is eligible to nominate for Council if they:

1. are validly, or entitled to be, on the voters' roll on the date on which nominations close;
2. are a resident in Victoria who is enrolled in a minimum of 0.5 fraction of full time study load applicable to an award course at a Victorian campus of the University; and
3. have not been or, by the end of the nomination term of the elected position, would not have been a member of the Council for 12 years, whether consecutive or not.

Training: **The duly elected candidate will be required to complete the Foundations of Directorship course run by the Australian Institute of Company Directors (or equivalent) shortly after being elected.**

Term of office: **To commence once duly elected and will expire on 31st July 2020 unless terminated earlier**

TO BE COMPLETED BY TWO VU STUDENTS (not including non-award students)

We, the following, hereby nominate _____ as a candidate in
(Please print)
this election. **We declare that we are eligible to vote in this election.**

1. Name: _____ (Please print)	Signature _____ Student Number <u>S</u> _____ (Please print)
2. Name: _____ (Please print)	Signature _____ Student Number <u>S</u> _____ (Please print)

TO BE COMPLETED BY CANDIDATE

I, _____ Student Number S _____
(Please print name) (Please print student number)
declare that I am an eligible candidate to nominate for this election in the above stated category.
Contact Numbers (Business Hours) Phone _____ Email _____

CANDIDATE DECLARATION

- I accept nomination for election in the above category.
- I have read and understood the additional undertaking contained within the *Probity Requirements* document, and to the best of my ability believe that I comply with the 'fit and proper person' requirements.
- I have I have not supplied a statement of policy (400 words maximum). In the event of an election being required, I agree to the statement being distributed to the electorate.

Title: _____ Candidate's Signature: _____ Date: _____
(Dr, Mr, Ms, Professor, etc.)

Nominations must be received by the Governance and Secretariat Unit by no later than 5.00pm AEST Thursday 12 July 2018.
Please email the completed form to gov.sec@vu.edu.au Receipt of nominations will be acknowledged promptly by email.

Teresa Tjia
Acting Victoria University Returning Officer
Vice-President (Planning) and Registrar

PROBITY REQUIREMENTS

Information pertaining to ex- officio and elected staff and student members of the VU Council:

The VU Council has in its membership the following staff and student members:

1. the Chair of the Academic Board who is a member of Council by virtue of his or her office;
2. one person elected by and from staff; and
3. one person elected by and from students.

1. Fit and Proper Person Requirements for Council members

As with all members of the VU Council, ex-officio and elected staff and student representatives must demonstrate that they are 'fit and proper persons' to be directors (Council members) of Victoria University, a statutory corporation of the State of Victoria.

The institution's senior officers (including Council members) must fulfil the 'fit and proper person' requirements. In determining whether a person meets the 'fit and proper person' requirements, consideration will be given to whether the applicant or any senior officer:

- (a) has had any criminal charges or convictions or has committed any drug offences;
- (b) was or is an undischarged bankrupt or has certain arrangements outstanding under bankruptcy legislation;
- (c) has ever been disqualified from managing corporations;
- (d) was or is a prohibited person under Child Protection provisions; or
- (e) has been suspended or removed from any register of higher education or vocational education and training institutions or courses for breaches of accreditation legislation or conditions.

Two important sources prescribing these requirements are brought to the attention of persons standing for office either as Chair of the Academic Board, or as an elected staff or student member on Council:

Victoria University Act 2010 (the Act)

1. Section 14 of the [Victoria University Act 2010](#) states that a person is ineligible to be a member of Council if the person –
 - (a) is or becomes disqualified from managing corporations under Part 2D.6 of the Corporations Act;
or
 - (b) is or has been convicted or found guilty of a indictable offence or an offence that, if committed in Victoria, would be an indictable offence;
2. Further Schedule 1 of the Act states that a member's office becomes vacant –
 - (a) on the expiry of his or her term of office; or
 - (b) if he or she resigns from office; or
 - (c) if he or she is removed from office; or
 - (d) if he or she is convicted of an indictable offence or an offence that, if committed in Victoria, would be an indictable offence; or
 - (e) if he or she becomes insolvent under administration; or
 - (f) if he or she is elected as a member of the Parliament of Victoria or of the Commonwealth or of any other State or Territory; or
 - (g) if he or she is or becomes disqualified from managing corporations under Part 2D.6 of the Corporations Act or
 - (h) if he or she ceases to be eligible for the category of member for which the member was elected or appointed¹; or
 - (i) if he or she has failed to attend 3 consecutive ordinary meetings of the Council, without the Council's prior approval.

¹ The Act provides for the making of university statutes that establish the Academic Board and its membership, including who is its Chair. Where a person who has been Chair of the Academic Board ceases to be the Chair in accordance with those university statutes and regulations, he or she has ceased to be eligible for the category of member for which he or she was elected or appointed. Therefore, his or her membership on Council automatically has ceased, his or her position on Council having become vacant.

The Act also provides that the elected staff and student members of Council must be elected in accordance with the university statutes. Where an elected staff or student member of Council ceases to be eligible for membership of Council under the university statute in operation when he or she was elected, he or she has ceased to be eligible for the category of member for which he or she was elected. Consequently, his or her membership of Council automatically ceases, the position he or she held on Council having become vacant.

In that regard, unless the Act or the university statutes and regulations have specifically provided otherwise, it is the university statute in operation when the Council member was elected that determines his or her on-going eligibility to continue on Council throughout the term for which a member has been elected.

2. Probity Checks

In light of these requirements each VU Council member must undertake the probity checks listed below to determine their eligibility for Council membership, at the beginning of, or prior to their membership.

1. has had any criminal charges or convictions or has committed any drug offences;	This check is carried out via a <i>National Police Check</i> . This check is initiated by the Council member themselves and a copy provided to the Council Secretary. Further information about this check is available at: http://www.police.vic.gov.au/content.asp?Document_ID=274
2. was or is an undischarged bankrupt or has certain arrangements outstanding under bankruptcy legislation;	This check is carried out by reference to the National Personal Insolvency Index of Australian Financial Security Authority (AFSA check). The check is undertaken by University Council officers after permission is granted by the Council member. Further information about this check is available at: https://www.afsa.gov.au/
3. has ever been disqualified from managing corporations;	This check is carried out by reference to the register of persons banned from managing corporations which is held by the Australian Security and Investment Commission (ASIC check). The check is undertaken by University Council officers after permission is granted by the Council member. Further information about this check is available at: http://www.asic.gov.au
4. was or is a prohibited person under Child Protection provisions.	This check is carried out via an <i>Annual Declaration of Interest and Fitness for Senior Office</i> by all VU Council members
5. has been suspended or removed from any register of higher education or vocational education and training institutions or courses for breaches of accreditation legislation or conditions.	This check is carried out via an <i>Annual Declaration of Interest and Fitness for Senior Office</i> by all VU Council members
6. On-going monitoring of the above provisions	This check is carried out via an <i>Annual Declaration of Interest and Fitness for Senior Office</i> by all VU Council members

Further information pertaining to these requirements can be obtained from:

Christine Holmes
Executive Officer to Council
Governance & Secretariat
gov.sec@vu.edu.au

INFORMATION ABOUT COUNCIL MEMBERSHIP

If you wish to find out more about the University Council you are encouraged to access the [Governance & Secretariat internet site](#).