

CALL FOR NOMINATIONS

ELECTION OF AN ACADEMIC STAFF MEMBER TO THE UNISUPER CONSULTATIVE COMMITTEE

Term of office: Commencing **7 October 2026** for four (4) years

The Consultative Committee was established by the *UniSuper Consolidated Trust Deed* which prescribes the Committee's functions as:

- (a) to advise and to make recommendations to the Trustee:
 - (i) on matters of difficulty in the implementation or application of the Deed;
 - (ii) on matters concerning the Deed;
 - (iii) on any other matters on which the Trustee requires advice; and
- (b) to consider and, if thought fit, to give its consent in relation to any matter requiring its consent under the Deed.

An academic staff representative may hold office for four (4) years and are entitled to be re-elected at the conclusion of their term.

This election of an academic staff representative to the UniSuper Consultative Committee is being made because the term of office of the current member, Professor Dale Pinto, expires on 6 October 2026.

The Consultative Committee Operating Guide **attached** provides background information in relation to UniSuper and the Consultative Committee to help inform potential candidates about the nature of the role and function of the Consultative Committee. It also includes a **Statement of Responsibilities (Section E)** that candidates should consider as part of a decision to nominate for membership of the Consultative Committee.

Staff Members Eligible for Election or Eligible to Nominate a Candidate:

An academic representative '*who is a member entitled to benefits under the Defined Benefit Division or is a Division C14 member; a member of the academic staff of the university; who are members of the Fund*', are eligible to nominate for this election or are eligible to nominate a candidate for this election.

The University encourages diversity on Committees and therefore particularly encourages nominations from people from [diverse backgrounds](#).

Staff Eligible to vote in the Election:

Academic representatives *who are a member entitled to benefits under the Defined Benefit Division or is a Division C14 member; a member of the academic staff of the university; who are members of the Fund* are eligible to vote in this election.

Nominations:

Nominations are made using the attached nomination form which must be completed, signed and dated by both the nominee and nominator, and returned to the Secretariat by **email** (scan and send to the secretariat@curtin.edu.au).

Statement of Responsibilities

Please include the signed Statement of Responsibilities Declaration on page 5 of the Consultative Committee Operating Guide with your nomination.

Completed nomination forms and the signed Statement of Responsibilities must be returned to the Secretariat by: **5.00 pm on Monday, 14 September 2026**.

Nomination forms received after this time will not be accepted.

Supporting Candidate Statements and/or Photographs

Candidates are strongly encouraged to provide a short statement (not exceeding 150 words) and/or a passport-sized photograph (in jpeg format) for circulation with the voting material, should an election be required. The Returning Officer reserves the right to edit any statement, or abbreviate any statement exceeding 150 words and to re-size the photograph to ensure consistency of the voting material for each candidate.

Candidate statements and photos must be provided to the Secretariat by the closing date for nominations, 5.00 pm on Monday, 14 September 2026 by email to secretariat@curtin.edu.au

Election Process:

- If only one valid nomination is received, that staff member shall be declared elected unopposed;
- If more than one valid nomination is received, an election will be conducted to fill the position;
- The election will be conducted using Curtin University's electronic voting system '**Simply Voting**'.
- The system of voting will be *Optional Preferential*; and
- The candidate that receives the highest number of votes following the distribution of preferences will be declared elected to the UniSuper Consultative Committee.

Election Schedule:

- If an election is required, all Academic staff members who are a member of UniSuper, under the Defined Benefit Division, will be notified by email on **Tuesday, 16 September 2026**.
- An electronic ballot form will be prepared and will incorporate the candidate statements and photographs (where provided).
- An email will be sent from Simply Voting on **Friday, 18 September 2026** to those eligible to vote with details on how to access the Simply Voting site.
- Those eligible to vote will be able to use that link to vote from receipt on **Friday, 18 September 2026** until the close of the voting period.
- The voting period will end at **5.00 pm (Australia Western Standard Time) on Thursday, 1 October 2026**. After this time it will no longer be possible to access the Simply Voting site to vote in this election.
- Votes will be counted as soon as practicable after the voting period ends.
- The result of the election will be declared by the Returning Officer on **Monday, 5 October 2026**.

Kristi Jarvis
Director, Governance Services and Council Secretary
Returning Officer