

# University Elections

## Fact Sheet for Council Nominees

### 1) ROLE AND RESPONSIBILITIES OF COUNCIL

The responsibilities of Council are listed in the University of Canberra Act 1989.

Council members must:

- always exercise their functions with the best interests of the University as a whole rather than simply as a delegate or representative of a particular constituency;
- act in good faith, honestly and for a proper purpose;
- exercise appropriate care and diligence;
- not improperly use their position to gain an advantage for themselves or someone else or cause detriment to the University or someone else; and
- disclose and avoid conflicts of interest.

### 2) TIME COMMITMENT

#### a) Meeting Attendance

- Council has seven scheduled ordinary meetings per year, six of which are full day meetings and one of which is a two-hour meeting. The shorter meeting is held in late April to approve the University's annual accounts / report.
- Additional special meetings may be held to consider key issues that need more time than is available in a Council meeting. These special meetings are normally only 2 hours in duration and there are usually no more than four per year.
- There is normally one Strategic Planning full-day meeting per year.
- Staff representative members are also members of Academic Board, which meets six times per year.

#### b) Business Papers

Business Papers for an ordinary meeting of Council may be 350 - 450 pages and are provided through an on-line portal. Sufficient time should be set aside to properly read and understand the issues that Council is considering at each meeting.

Support is available to assist in understanding the issues under consideration.

#### c) Events

Council members are invited to attend several formal events including graduation ceremonies.

### **3) ISSUES CONSIDERED AT COUNCIL MEETINGS**

Some examples of the issues considered at Council include:

- Corporate and academic governance
- Corporate and academic risks
- University strategy and KPIs
- University finances
- Strategic projects and campus developments
- Major educational and research partnerships

### **4) HONORARIUM**

Staff members elected to Council are not paid additional to their usual salary.

Student members elected to Council are paid an honorarium in recognition of their time and commitment, as per the [Council Remuneration Policy](#).

### **5) STUDENT REPRESENTATIVE COUNCIL**

Student members of the University Council are also members of the Student Representative Council (SRC). Members of the SRC receive payment separate to the Council honorarium. In 2025, SRC members received an annual payment of \$11,700 (paid fortnightly), and should be able to commit approx. 4.5 hours to the SRC per week).

### **6) TRAINING**

The University will endeavor to provide appropriate training opportunities for new Council members, including courses such as the Australian Institute of Company Directors Foundations of University Governance Course.