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To ensure that the best interests of its staff and students are being considered at Board and Committee meetings, all the main UNSW Boards and Committees have elected representatives, including:

University Body	Electorates	Term of Office
Council	Staff 2 Academic staff positions 1 Non-academic staff position	2 years
	Student 1 Undergraduate student position 1 Postgraduate student position	2 years
Academic Board	Staff 2 Professorial staff per Faculty 2 Non-Professorial staff per Faculty	2 years

## What is the governance structure of the University?

A diagram illustrating the Governance structure of UNSW can be found on the [Governance Webpage](#).

### Council and Council Committees

The governing authority of the University is the Council, established under the [University of New South Wales Act 1989 \(NSW\)](#) as amended.

As the University's governing body, the Council acts for and on behalf of the University; controls and manages all the University's concerns; and promotes the objects and interests of the University.

To assist in the governing of the University, the Council has established a committee structure. Council and Council committee members serve the University on a voluntary basis.

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What are the decision -making processes?

The [Governance Faculty Board website](#) provides decision-making flowcharts for

### Confidentiality and Privacy

Sometimes, items being discussed within a committee meeting will be confidential. Members should actively ensure that confidential information is not disclosed as there may be financial and legal penalties – not only for the University but also for the committee member. Confidential matters/documents are clearly marked.

### Conflict of Interest

A member has a conflict of interest when an interest creates an incentive for the member to act in a way that may not be in the best interest of the Board/Committee or the University. A conflict of interest may be financial or non-financial, direct or indirect, professional or family related. It may be potential, actual or perceived.

Members must disclose conflicts of interest to the Chair of the Board/Committee prior to consideration of the relevant matter or matters. The Chair has discretion to determine whether the member may participate in the deliberations, participate in the deliberations but not take part in any decision on the matter, or exclude the member from the deliberations altogether.

The University's [Conflict of Interest Disclosure and Management Policy](#) is available on the Governance Website.

### Equity

Members have an obligation to observe standards of equity and respect in dealing with every member of the University community.

## The responsibilities of officership

The following is essential for you to contribute



## Where can I find more information?

Further general information is available on the [Governance website](#).

Meeting packs, minutes and other Governance reference material are available on the Governance [SharePoint](#) site(s). The Governance team will provide you with access to the appropriate Board/Committee site(s).

You can also find further information on the following Governance Webpages: [Council](#)  
[Academic Board and University Committees](#)  
[Faculty Boards](#)

Please feel free to email the Governance team via [governance@unsw.edu.au](mailto:governance@unsw.edu.au) or any of the relevant staff members listed in the [Governance contact page](#).