



University of Technology, Sydney

## **RULE CHANGES APPROVED BY COUNCIL AMENDMENTS**

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**At its meeting 05/8 on 12 December 2005, Council resolved:**

**COU/05/145.2**

Approved changes to the Rules are shown below with new text underlined and text to be deleted ~~struck through~~

### **(1) 4.4 Failure to Pay**

#### **Rule 4.4.2 (1)**

4.4.2 If a student has not paid all due fees, charges, financial obligations, debts and any other specified amount by the due date for payment and has not been granted an extension of time to pay in accordance with Rule 4.2.4, the Registrar may, or when required by Commonwealth legislation must:

(1) require the student pay ~~an administrative charge~~ a penalty for late payment;

### **(2) 5.6 Withdrawal of offer and cancellation of admission or enrolment**

#### **Rule 5.6.1 (2)**

5.6.1 (2) The University reserves the right to withdraw an offer of admission and cancel the student's admission or enrolment in cases where:

(2) an applicant, who has been granted approval of deferral of commencement in a course, enrolls in any other undergraduate or graduate courses (including diplomas, advanced diplomas and associate degrees at post secondary level) at any tertiary institution during the period of approved deferral;

### **(3) 5.8 General Requirements for admission**

#### **Rule 5.8.4 (1)**

5.8.4 (1) The minimum general requirement for admission to a Masters degree by research course is:

(a) completion of a Bachelors degree of this University ~~in a related field of study;~~

### **(4) 5.11 Readmission**

#### **Rule 5.11.1 (4)**

5.11.1 A former student who has:

(4) been excluded from a course for a set period in accordance with Rule 10.4.1 or Rule 16.3.1 (4); or

## **(5) 9.5 Special Examinations**

### **Rule 9.5.1**

9.5.1 In special circumstances approval may be given by the Registrar for a centrally conducted examination to be held for specific students ~~during the approved official examination period~~ at a time other than the published time, on such conditions as the Registrar shall prescribe. These examinations will be held during the official examination period or as soon as possible after the official examination period at a time approved by the Registrar.

9.5.2 Such special circumstances, include but are not limited to:

- (1) an unavoidable clash in the examination timetable;
- (2) an individual scheduling difficulty with the final examination timetable
- (3) where special consideration has been approved for unavoidable absence from an entire centrally conducted examination (Refer Rule 8.3.3).

9.5.3 Special examinations will be arranged by the Student Administration Unit in consultation with the Subject Coordinator.

9.5.4 Students for whom special examinations are being conducted will be advised of the arrangements as soon as possible, must make themselves available at the designated time and must observe the conditions prescribed for them by the Registrar in addition to the Rules and requirements for examinations generally.

## **(6) 11.2 Course Requirements**

### **Rule 11.2.1**

11.2.1 Students admitted to doctoral degrees are required to:

- (1) undertake a program of study and research which demonstrates the capability for substantial independent research or creative activity and which has made an original and distinct contribution to knowledge and/or professional practice in the relevant field; and
- (2) undertake a research component which is to comprise no less than two-thirds of the total course requirement; and
- (3) submit a thesis, which may include a product and/or artefact, in a format according to requirements specified by the University Graduate School Board.

11.2.2 Students admitted to masters degrees by research are required to:

- (1) undertake a program of study and research which demonstrates competence in research or creative activity as well as an understanding of and contribution to knowledge; and
- (2) undertake a research component which is to comprise no less than two-thirds of the total course requirement; and
- (3) submit a thesis, which may include a product and/or artefact, in a format according to requirements specified by the University Graduate School Board

11.2.3 Students admitted to a doctoral degree by publication are required to:

- (1) submit a thesis consisting of their published works, which may include a product and/or artefact; and
- (2) submit an extended overview paper

which together demonstrate that the collective publications form an original and significant contribution to knowledge.

**(7) 16.12.1 Faculty Student Conduct Committee - composition**

**Rule 16.12.1 (1)**

16.12.1 (1) A Faculty Student Conduct Committee will comprise four members:

- (a) two members of the University staff drawn from a panel of staff approved by the relevant Faculty Board; and
- (b) two members who are students of the University drawn from a panel of student members approved by the relevant Faculty Board from a panel nominated by the relevant Faculty Board, and who
  - a. have attended a university for at least one ~~and a half~~ years; and
  - b. are not full-time (continuing or fixed term) members of the University staff. ~~;~~ ~~and~~
  - e. ~~expect to remain a student of the University for the teaching period following that in which the panel first considers the matter~~

**(8) 16.16.1 University Student Conduct Committee - Composition**

**Rule 16.16.1 (1)**

16.16.1 (1) A University Student Conduct Committee will comprise four members:

- (a) two members of the University staff drawn from a panel of staff approved by Academic Board; and
- (b) two members who are students of the University drawn from a panel of student members approved by Academic Board from a panel nominated by the Faculty Boards, and who
  - (i) have attended a university for at least one ~~and a half~~ years; and
  - (ii) are not full-time (continuing or fixed term) members of the University staff. ~~;~~ ~~and~~
  - (iii) ~~expect to remain a student of the University for the teaching period following that in which the panel first considers the matter~~

**(9) Student Misconduct Appeals Committee - Composition**

**Rule 16.19.1 (1)**

16.19.1 (1) A Student Misconduct Appeals Committee will consist of:

- (a) a person with legal qualifications as the Chair of the Committee; and
- (b) a student of the University who has attended a university for at least two years and who is not a full-time (continuing or fixed term) member of the University staff; and
- (c) a person with expertise in academic matters and knowledge of the University or universities.

**(10) Student Misconduct Appeals Committee - Decision**  
**Rule 16.19.7 (1)**

16.19.7 Decision

- (1) A Student Misconduct Appeals Committee may:
- (a) for any reason, refer a matter back to the Vice-Chancellor, Dean, The University Student Conduct Committee or the relevant Faculty Student Conduct Committee as appropriate for further consideration and recommendations;
  - (b) uphold or dismiss an appeal against a finding that the student has committed an act of misconduct or against the penalty or penalties imposed;
  - (c) affirm, vary or nullify a penalty in accordance with the decision reached under 16.19.7 (1)(b).

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**COU/05/150.2(a)**

Approved changes to the Rules are shown below with new text underlined and text to be deleted ~~struckthrough~~

**17.2 Coursework Students' Appeals Committee**

**17.2.1 Composition**

- (1) A Coursework Students' Appeals Committee shall consist of:
- (a) a Deputy Chair, Academic Board (Chair);
  - (b) ~~Alternate Chair (elected by and from the Academic Board)~~  
appointed by the Chair of Academic Board;
  - (c) ~~one academic staff member of each Faculty nominated by the Dean of each Faculty and one academic staff member nominated by the Dean to be an alternate member~~  
Two academic staff members with relevant expertise appointed by the Chair of Academic Board;
  - (d) ~~one coursework student elected by and from the student members of Academic Board and one coursework student elected by and from the student members of Academic Board to be the alternate student member~~  
A student of the University who has been enrolled at the University for at least two semesters, appointed by the Chair of the Committee for a particular meeting/s from a panel nominated by the Deans.
  - (e) Up to two academic staff members with relevant expertise co-opted by the Chair for particular meetings.
- (2) The Committee membership term shall be two years consistent with the term of membership for elected members of the Academic Board. Members may serve not more than two consecutive membership terms.
- (3) The Academic Board shall appoint panels of persons in category (d) above every two years.
- (4) Nomination of panel members in category (d) above shall be made by the Dean of each Faculty.

- (5) Panel members in category (d) may be appointed for not more than two consecutive terms.
- (6) The Alternate Chair shall serve as Chair in a case/s where the Chair has an involvement with the case/s being heard, or is otherwise not able to act as Chair.
- (7) . The appointment of co-opted members in category (e) above shall be made by the Chair in consultation with the Chair, Academic Board.
- (8) The quorum will be ~~seven~~three members including either the Chair or Alternate Chair. This requirement can be satisfied by the participation of one or more members through telephone or video conferencing.

### **17.2.2 Terms of reference**

The Coursework Students' Appeals Committee shall make determinations on coursework student appeals:

- (1) against exclusion for failure to maintain the required minimum rate of progress pursuant to Rule 10.4.1;
  - (2) against exclusion from the course for failure to complete the course requirements within the approved maximum time limit pursuant to Rule 10.5.7;
  - (3) against permanent discontinuation from a course resulting from inability to complete course requirements pursuant to Rule 10.6.5.
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