

Schedule 2 - Delegation of Academic Matters

This document is a schedule to the Governance Rule and should be read in conjunction with that document.

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No.	Authority	Delegate(s)	Condition(s)	Reference/Associated Documents
A1. AWARDS AND PROGRAMS				
A1.1	Approve the establishment and disestablishment of awards and exit awards	AS	This delegation is subject to the AS reporting any approval to Council	<i>University of Newcastle Act 1989 (NSW) – Section 16 Governance Rule – Clause 22(2) Schedule of Matters Reserved for Council and Council Committees – Ref 23</i>
A1.2	Confer awards	VC and PAS		<i>University of Newcastle Act 1989 (NSW) – Section 16 Awards and Graduation Policy</i>
A1.3	Determine if a programs will be conferred ‘with distinction’	AS		<i>Program Management Procedure Manual – Coursework</i>
A1.4	Determine the criteria for awarding honours and to which programs this will apply	AS		<i>Program Management Procedure Manual – Coursework</i>
A1.5	Amend program requirements on a case-by-case basis	PAS	This delegation is subject to the PAS reporting any approval to the AS	<i>Rules Governing Research Higher Degrees - Clause 9.3.1 Program Management Procedure Manual – Coursework</i>
A1.6	Approve the waiver of program requirements to grant a posthumous award	PAS	This delegation is subject to the PAS reporting any approval to Council	<i>Rules Governing Research Higher Degrees – Clause 9.3.2 Program Management Procedure Manual – Coursework</i>
A1.7	To ensure programs comply with the AQF	AS		<i>Program Management Procedure Manual – Coursework</i>

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A1.8	Approve the addition of a new program to the University profile	VC		<i>Program Management Procedure Manual – Coursework</i>
A1.9	Approve the creation of a new programs	PCAC	This delegation is subject to the PCAC reporting any approval to the AS. Approval of the AS is required if a new award is proposed.	<i>Program Management Procedure Manual – Coursework</i>
A1.10	Approve the creation of new HDR programs	PCAC	This delegation is subject to the prior endorsement of the relevant faculty and the RC. Approval of the AS is required if a new award is proposed.	<i>Rules Governing Research Higher Degrees – Clause 10.1.1</i>
A1.11	Ratify the creation of a new program for a HDR	AS	This delegation is subject to the prior approval of the PCAC	<i>Rules Governing Research Higher Degrees – Clause 10.1.2</i>
A1.12	Approve major revisions to programs including changes to academic content, program structure and program requirements	PCAC		<i>Rules Governing Research Higher Degrees – Clause 13.1</i> <i>Program Management Procedure Manual – Coursework</i>
A1.13	Approve minor revisions to programs	FB		<i>Program Management Procedure Manual – Coursework</i>
A1.14	Prescribe the maximum time for completion of a program	AS		<i>Rules Governing Research Higher Degrees – Clause 16.2 and Clause 16.3</i> <i>Program Management Procedure Manual – Coursework</i>
A1.15	Approve exceptions to the maximum time for completion of a program	PCAC	Subject to the advice from the relevant FB	<i>Program Management Procedure Manual – Coursework</i>
A1.16	Determine to discontinue a program	AS	This delegation is subject to the AS reporting any determination to Council	<i>Rules Governing Research Higher Degrees – Clause 14.1</i> <i>Program Management Procedure Manual – Coursework</i>
A1.17	Approve the discontinuation of a program	PCAC	This delegation is subject to the recommendation of:	<i>Program Management Procedure Manual – Coursework</i>

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			(a) the RC for a research program (b) the relevant Faculty Board for an undergraduate or postgraduate coursework program; (c) the relevant Faculty Board for a combined program. This delegation is subject to any decisions being reported to Council via Academic Senate (see A1.16)	
A1.18	Discontinue a HDR program	PCAC	This delegation is subject to the recommendation of the RC	<i>Rules Governing Research Higher Degrees – Clause 14.2</i>
A1.19	Approve exceptions to minimum or maximum times for completion of a HDR program	DOGR		<i>Rules Governing Research Higher Degrees – Clause 16.2 and Clause 16.3</i>
A2. ADMISSIONS				
A2.1	Make an offer of admission to an enabling program	DCELFS or DVCA		<i>Admission and Enrolment Procedure Manual – Coursework</i>
A2.2	Make an offer of admission to an undergraduate or postgraduate coursework program (domestic applicant only)	AR (or nominee) or DVCA		<i>Admission and Enrolment Procedure Manual – Coursework</i>
A2.3	Make an offer of admission to an undergraduate or postgraduate coursework program (international applicant only)	DI (or nominee) or DVCA		<i>Admission and Enrolment Procedure Manual – Coursework</i>
A2.4	Make an offer of admission to an undergraduate or postgraduate coursework program offered by UON Singapore	AR (or nominee); or PVC Singapore); or DVCA		<i>Admission and Enrolment Procedure Manual – Coursework</i>
A2.5	Make an offer of admission to an undergraduate honours program	FPVC or DVCA		<i>Admission and Enrolment Procedure Manual – Coursework</i>

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A2.6	Make an offer of admission to a HDR program	FPVC or DOGR or SDVCRI		<i>Admission and Enrolment Procedure Manual – Coursework</i>
A2.7	Make an offer of admission to a HDR	ADRT and DOGR		<i>Rules Governing Research Higher Degrees – Clause 20.1</i>
A2.8	Approve program participation in special admissions pathways	AS	This delegation is subject to the recommendation of the Faculty Board	
A2.9	Approve special admission pathways or specific faculty admission and selection criteria for HDR	AS	This delegation is subject to the recommendation of the RC for HDR programs.	<i>Rules Governing Research Higher Degrees – Clause 17.2</i> <i>Admission and Enrolment Procedure Manual – Coursework</i>
A2.10	Approve the recommended studies and/or assumed knowledge for applicants prior to admission to a program	PCAC	This delegation is subject to the recommendation of the RC for HDR programs	<i>Rules Governing Research Higher Degrees – Clause 17.3</i> <i>Admission and Enrolment Procedure Manual – Coursework</i>
A2.11	Determine an applicant's eligibility to be considered for admission to a program offered by that Faculty, during a period of exclusion or suspension from another program, or Faculty at the University	FPVC		<i>Admission and Enrolment Procedure Manual – Coursework</i>
A2.12	Approve the re-admission of a student who has been absent without leave from a coursework program to the same or an equivalent coursework program under the program requirements operating at the time of re-admission	AR		
A2.13	Approve a policy or procedure for admission, special admission, including equity admission	AS		<i>Admission and Enrolment Procedure Manual – Coursework</i>
A2.14	Approve a policy or procedure for deferment of admission	AS or DOGR	This delegation is limited to the DOGR in relation to a procedure for deferment of admissions to a HDR	<i>Rules Governing Research Higher Degrees – Clause 23.1</i> <i>Admission and Enrolment Procedure Manual – Coursework</i>
A2.15	Approve a policy or procedure to support the transfers of students from one program to another	AS		<i>Admission and Enrolment Procedure Manual – Coursework</i>

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No.	Authority	Delegate(s)	Condition(s)	Reference/Associated Documents
A2.16	Approve procedures to support the internal transfer of candidates from one HDR program to another	DOGR		<i>Rules Governing Research Higher Degrees – Clause 21.1</i>
A2.17	Permit a student to transfer to another program	PVC (Singapore) or DVCA or SDVCRI	On the advice of the FPVC offering the program and on the payment of such fees and charges as may be prescribed by the University	<i>Admission and Enrolment Procedure Manual – Coursework</i>
A2.18	Permit a candidate to transfer to another HDR program within the same AQF level	DOGR		<i>Rules Governing Research Higher Degrees – Clause 21.2</i>
A2.19	Permit an applicant who has completed a period of candidature for a research degree in another university to count the whole or any part of the period this enrolment, as a period completed in a HDR program at the same level at this University	DOGR		<i>Rules Governing Research Higher Degrees – Clause 22.1</i>
A2.20	Approve a request for deferral of an offer of admission to HDRs	ADRT		<i>Rules Governing Research Higher Degrees – Clause 23.2</i>
A2.21	Cancel an applicant's offer where they have failed to accept their offer of admission to a HDR by the date specified	DOGR		<i>Rules Governing Research Higher Degrees – Clause 48.1</i>
A2.22	Impose a limit on the number of persons who may in any year be admitted to a program (and in such circumstances, may also determine the manner of selection of those persons to be admitted to a program	DVCA for enabling, undergraduate and postgraduate coursework programs; and SDVCRI for research awards		<i>Admission and Enrolment Procedure Manual – Coursework</i>

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No.	Authority	Delegate(s)	Condition(s)	Reference/Associated Documents
A2.23	Determine the appropriate course of action when grounds for review have been identified. These may include but will not be limited to: i. withdrawal of offer of admission; ii. suspension of admission or enrolment; and iii. termination of admission or enrolment.	DVCA, AR or in the case of HDRs, the RTSC		<i>Admission and Enrolment Procedure Manual – Coursework</i>
A2.24	Determine the academic requirements for admission into a program.	AS		<i>Admission and Enrolment Procedure Manual – Coursework</i>
A2.25	Approve any additional requirements for international applicants, to be included in the <i>Admission and Enrolment Procedure Manual – Coursework</i> .	AS		<i>Admission and Enrolment Procedure Manual – Coursework</i>
A2.26	Determine the English language proficiency requirements for admission into a program.	AS		<i>Admission and Enrolment Procedure Manual – Coursework</i>
A3. ENROLMENT				
A3.1	Approve a policy or procedure for concurrent enrolment, non-award enrolment and cross institutional enrolment	AS		<i>Admission and Enrolment Procedure Manual – Coursework</i>
A3.2	Approve a policy or procedure for non-award enrolment and cross institutional enrolment	AS		<i>Admission and Enrolment Procedure Manual – Coursework</i>
A3.3	Approve applications for concurrent enrolment	FPVC		<i>Admission and Enrolment Procedure Manual – Coursework</i>
A3.4	Determine that a course may be made available for non-award enrolment	FPVC	This delegation is subject to the recommendation of the HOS	<i>Admission and Enrolment Procedure Manual – Coursework</i>
A3.5	Permit a person to enrol non-award or cross institutionally in any course deemed available by the FPVC	AR	On the payment of such fees and changes as may be prescribed by the UON	<i>Admission and Enrolment Procedure Manual – Coursework</i>

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No.	Authority	Delegate(s)	Condition(s)	Reference/Associated Documents
A3.6	Determine the: <ul style="list-style-type: none"> i. date by which a student must enrol to maintain their place within the program; ii. process for enrolment; iii. process for application for leave of absence; and iv. date by which students must pay fees and charges relating to enrolment. 	AR		<i>Admission and Enrolment Procedure Manual – Coursework</i>
A3.7	Determine the maximum full time load for a program and the standard full-time load for any term	AS		<i>Admission and Enrolment Procedure Manual – Coursework</i>
A3.8	Approve a student's enrolment in courses exceeding the maximum full time load imposed for a program or term	FPVC		<i>Admission and Enrolment Procedure Manual – Coursework</i>
A3.9	Approve a student's enrolment in a postgraduate course as part of a undergraduate program	PAS		<i>Admission and Enrolment Procedure Manual – Coursework</i>
A3.10	Set a date, different from the University's census date for that term, after which permission of the Head of School is require for a student to withdraw from the course containing a placement, without academic penalty	HOS		<i>Admission and Enrolment Procedure Manual – Coursework</i>
A3.11	Permit a HDR student to withdraw from a coursework requisite	FPVC (or nominee)		<i>Admission and Enrolment Procedure Manual – Coursework</i>
A3.12	Approve a student's enrolment in a course after the census date for that term	FPVC		<i>Admission and Enrolment Procedure Manual – Coursework</i>
A3.13	Approve limits on enrolment within courses to only those admitted to a specific program	PCAC		<i>Admission and Enrolment Procedure Manual – Coursework</i>
A3.14	Limit admission and enrolment to HDRs	SDVCRI		<i>Rules Governing Research Higher Degrees – Clause 34.1</i>
A3.15	Approve limits on enrolment within courses to only those admitted to a specific program, referred to as 'Enrolment Limited by Program Enrolment'	PCAC		<i>Admission and Enrolment Procedure Manual – Coursework</i>

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No.	Authority	Delegate(s)	Condition(s)	Reference/Associated Documents
A3.16	Impose a limit on the number of person who may in any year be enrolled in a course (and where entry to a course is to be restricted, may determine the manner of selection of those persons to be enrolled)	HOS	Limited to area of responsibility	<i>Admission and Enrolment Procedure Manual – Coursework</i>
A3.17	Impose a limit on the number of person who may in any year be enrolled in a particular location or in a mode of study (and where enrolment to a particular location or mode is to be restricted, may determine the manner of selection of those persons to be enrolled)	DVCA for enabling, undergraduate and postgraduate coursework awards; SDVCRI for research awards		<i>Admission and Enrolment Procedure Manual – Coursework</i>
A3.18	Impose a limit on the number of person who may in any year be enrolled as either full-time or part-time students (and where enrolment load is to be restricted, may determine the manner of selection of those persons to be enrolled)	DVCA for enabling, undergraduate and postgraduate coursework awards; SDVCRI for research awards		<i>Admission and Enrolment Procedure Manual – Coursework</i>
A3.19	Prescribe additional admission requirements when considering an admission to candidature to a HDR	ADRT		<i>Rules Governing Research Higher Degrees – Clause 18.2</i>
A3.20	Refuse admission to candidature when appropriate supervision and resources are not available to a HDR	ADRT		<i>Rules Governing Research Higher Degrees – Clause 18.3</i>
A3.21	Terminate candidature if a candidate does not meet the conditions stated in the offer of admission to a HDR	DOGR	This delegation is subject to the recommendation of the RTSC	<i>Rules Governing Research Higher Degrees – Clause 18.4</i>
A3.22	Approve procedures for enrolment in a HDR	DOGR		<i>Rules Governing Research Higher Degrees – Clause 24.1</i>
A3.23	Terminate candidature if candidate fails to meet the requirements specified for a HDR	DOGR		<i>Rules Governing Research Higher Degrees – Clause 24.5</i>
A3.24	Approve off-campus enrolment to a HDR	DOGR		<i>Rules Governing Research Higher Degrees – Clause 25.1</i>
A3.25	Approve procedures for HDR candidates' enrolment off-campus	DOGR		<i>Rules Governing Research Higher Degrees – Clause 25.2</i>

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No.	Authority	Delegate(s)	Condition(s)	Reference/Associated Documents
A3.26	Terminate candidature if HDR candidate fails to complete induction and mandatory training requirements	DOGR	This delegation is subject to the recommendation of the RTSC	<i>Rules Governing Research Higher Degrees – Clause 26.2</i>
A3.27	Direct student to enrol on a full-time basis to a HDR	DOGR		<i>Rules Governing Research Higher Degrees – Clause 28.1</i>
A3.28	Approve procedures for concurrent enrolment to a HDR	DOGR		<i>Rules Governing Research Higher Degrees – Clause 29.1</i>
A3.29	Permit a candidate to withdraw from a coursework requisite within their HDR program	ADRT	On the advice of the School	<i>Rules Governing Research Higher Degrees – Clause 30.4</i>
A3.30	Terminate candidature if the candidate fails to enrol or re-enrol by the date specified to a HDR	DOGR		<i>Rules Governing Research Higher Degrees – Clause 30.5 and 31.3</i>
A3.31	Set the date of those courses which contain a placement that is different from the University's census date for that term after which permission is required to withdraw from the course without incurring an academic penalty to a HDR	HOS		<i>Rules Governing Research Higher Degrees – Clause 30.6</i>
A3.32	Terminate candidature of a HDR	DOGR		<i>Rules Governing Research Higher Degrees – Clause 49.1</i>
A4. COURSES AND ASSESSMENT				
A4.1	Approve a policy or procedures for the management of the Course Availability List	AS		<i>Course Management and Assessment Procedure Manual</i>
A4.2	Approve the Course Availability List prior to the commencement of the re-enrolment period	FPVC		<i>Course Management and Assessment Procedure Manual</i>
A4.3	Approve amendments to the Course Availability List after the commencement of the re-enrolment period	DVCA	This delegation is subject to the recommendation of the relevant PVC	<i>Course Management and Assessment Procedure Manual</i>
A4.4	Approve academic content of new courses, its assessment and compulsory course components	FB		<i>Course Management and Assessment Procedure Manual</i>

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No.	Authority	Delegate(s)	Condition(s)	Reference/Associated Documents
A4.5	Approve the creation of new courses; and their inclusion in the Course Availability List	PCAC	This delegation is subject to the recommendation of the relevant Faculty Board	<i>Course Management and Assessment Procedure Manual</i>
A4.6	Direct a Faculty Board to discontinue the offering, location or mode of delivery of a course	AS		<i>Course Management and Assessment Procedure Manual</i>
A4.7	Determine and approve the dates within the term for the official release of course results	US		<i>Course Management and Assessment Procedure Manual</i>
A4.8	Appoint external moderators to assist with assessment processes or the moderation of assessment items	FPVC		<i>Course Management and Assessment Procedure Manual</i>
A4.9	Approve procedures relating to thesis examination	DOGR		<i>Rules Governing Research Higher Degrees – Clause 41.1</i>
A4.10	Reject or accept that an unsuccessful doctoral degree (Research) thesis be considered for a Masters Degree (Research)	DOGR	This delegation is subject to the recommendation of the RTSC	<i>Rules Governing Research Higher Degrees – Clause 44.2</i>
A4.11	Review and approve the nature of the assessment used in the courses offered by the Faculty in accordance with the approved assessment policy and procedures	FPVC		<i>Course Management and Assessment Procedure Manual</i>
A4.12	Appointment of an external examiner to assist in the examination or re-marking of any major assessment item (including a thesis) submitted by a student	FPVC		<i>Course Management and Assessment Procedure Manual</i>
A4.13	Approve a policy or procedure for the creation and approval of a course	AS		<i>Course Management and Assessment Procedure Manual</i>
A4.14	Approve a policy or procedure for the course design	AS		<i>Course Management and Assessment Procedure Manual</i>
A4.15	Approve a policy or procedure for the revision of a course	AS		<i>Course Management and Assessment Procedure Manual</i>
A4.16	Approve a policy or procedure for assessment items	AS		<i>Course Management and Assessment Procedure Manual</i>
A4.17	Approve a policy or procedure to support the quality assurance of courses and course management	AS		<i>Course Management and Assessment Procedure Manual</i>

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A4.18	Approve a policy or procedure to manage adverse circumstance applications	AS		<i>Course Management and Assessment Procedure Manual</i>
A4.19	Approve a policy or procedure for publication, review and amendment of final results	AS		<i>Course Management and Assessment Procedure Manual</i>
A4.20	Grant consideration as deemed appropriate in response to the impact of a natural disaster affecting a cohort of students or the student body	DVC		<i>Course Management and Assessment Procedure Manual</i>
A4.21	Apply sanctions for unsatisfactory performance by a student in a coursework program	FPAC		<i>Course Management and Assessment Procedure Manual</i>
A5. WAIVING REQUIREMENTS AND APPEALS				
A5.1	Waive the English language requirement for undergraduate or postgraduate coursework applicant	DVCA	Subject to the provisions listed in the English Language Proficiency Procedure	<i>Admission and Enrolment Procedure Manual – Coursework</i>
A5.2	Waive the English language proficiency requirements for HDR applicant	SDVCRI	Subject to the provisions listed in the English Language Proficiency Procedure	<i>Rules Governing Research Higher Degrees – Clause 20.1</i>
A5.3	Waive the academic requirements for an undergraduate or postgraduate applicant	DVCA		<i>Admission and Enrolment Procedure Manual – Coursework</i>
A5.4	Waive the additional admission requirements for an undergraduate or postgraduate applicant	DVCA		<i>Admission and Enrolment Procedure Manual – Coursework</i>
A5.5	Determine the outcome of an appeal against a decision on the waiving of the English language requirements	PAS		<i>Admission and Enrolment Procedure Manual – Coursework</i>
A5.6	Determine the outcome of an appeal against a decision on the waiving of the English language requirements for a HDR student	PAS		<i>Admission and Enrolment Procedure Manual – Coursework</i>
A5.7	Determine the outcome of an appeal against sanctions applied for unsatisfactory academic performance by a student in a coursework program	DVCA		<i>Program Management Procedure Manual – Coursework</i>
A5.8	Determine the outcome of an appeal against a decision on the waiving of academic or additional admission requirements	VC		

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A5.9	Determine appeals against classification of a HDR thesis	SDVCRI		<i>Rules Governing Research Higher Degrees – Clause 45.1</i>
A5.10	Determine appeals against the termination of HDR candidature	SDVCRI		<i>Rules Governing Research Higher Degrees – Clause 50.4 and 50.5</i>
A6. PATHWAYS, PROGRESSION AND CANDITATURE				
A6.1	Approve a policy or procedure to assist student progression	AS	This delegation is limited to the DOGR in relation to a procedure for progression in HDRs	<i>Rules Governing Research Higher Degrees – Clause 36.1 Program Management Procedure Manual – Coursework</i>
A6.2	Approve a policy or procedure to provide pathways for HDRs in accordance with the Higher Education Standards Framework	AS		<i>Rules Governing Research Higher Degrees – Clause 12.1</i>
A6.3	Approve a third attempt at confirmation of a HDR	DOGR		<i>Rules Governing Research Higher Degrees – Clause 36.4</i>
A6.4	Terminate candidature if a candidate fails to complete progress reporting requirements of a HDR	DOGR	This delegation is subject to the recommendation of the RTSC	<i>Rules Governing Research Higher Degrees – Clause 36.6</i>
A6.5	Terminate candidature where the progress of the candidate is deemed unsatisfactory for a HDR	DOGR	This delegation is subject to the recommendation of the RTSC	<i>Rules Governing Research Higher Degrees – Clause 36.9</i>
A6.6	Terminate candidature if a candidate fails to meet ethics and safety requirements of a HDR	DOGR		<i>Rules Governing Research Higher Degrees – Clause 37.3</i>
A6.7	Approve procedures relating to thesis requirements of a HDR	DOGR		<i>Rules Governing Research Higher Degrees – Clause 38</i>
A7. LEAVE				
A7.1	Approve a policy or procedure relating to leave of absence	AS		<i>Admission and Enrolment Procedure Manual – Coursework</i>
A7.2	Approve procedures relating to leave of absence HDR	DOGR		<i>Rules Governing Research Higher Degrees – Clause 32.1</i>
A7.3	Approve leave of absence from the program for a period of up to twelve months, only after completion of one year of full-time or part-time equivalent candidature HDR	ADRT		<i>Rules Governing Research Higher Degrees – Clause 32.2</i>

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A7.4	Approve leave of absence after completion of less than one year of full-time or part time equivalent candidature or a second consecutive leave of absence from a HDR for a period of one academic year	DOGR		<i>Rules Governing Research Higher Degrees – Clause 32.3</i>
A7.5	Terminate the enrolment of a candidate who is absent without leave for a period exceeding six months HDR	DOGR		<i>Rules Governing Research Higher Degrees – Clause 32.5</i>
A7.6	Grant international students a leave of absence on the basis of compassionate or other compelling grounds HDR	DOGR		<i>Rules Governing Research Higher Degrees – Clause 32.6</i>
A7.7	Enforce leave conditions on a HDR candidate's enrolment	SDVCRI		<i>Rules Governing Research Higher Degrees – Clause 33.1</i>
A7.8	Place a student on enforced leave or immediate suspension, when a student's actions, statements or behaviour may create a threat	VC, DVCA or SDVCRI		<i>Student Conduct Rule – Clause 11.1 and Clause 21.1</i>
A7.9	Approve a second consecutive leave of absence from a coursework program for up to one academic year	Program Convenor		<i>Admission and Enrolment Procedure Manual – Coursework</i>
A7.10	Approve a second consecutive leave of absence from a HDR program for a period of one academic year	DOGR		<i>Admission and Enrolment Procedure Manual – Coursework</i>
A7.11	Grant an international student studying in Australia on a student visa a leave of absence on the basis of compassionate or compelling grounds	AR (or nominee)	This delegation is subject to the recommendation of the ISSU	<i>Admission and Enrolment Procedure Manual – Coursework</i>
A8. CREDIT				
A8.1	Approve a policy or procedure to provide pathways and credit arrangements	AS		<i>Program Management Procedure Manual – Coursework</i>

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A9. GRADUATION AND COMPLETION				
A9.1	Terminate a candidate's enrolment or place conditions on continued candidature where candidate has filed to submit within prescribed time limits for a HDR	DOGR	This delegation is subject to the recommendation of the RTSC	<i>Rules Governing Research Higher Degrees – Clause 46.2</i>
A9.2	Permit student to submit a hard bound copy of the thesis to a HDR	DOGR		<i>Rules Governing Research Higher Degrees – Clause 46.5</i>
A9.3	Confer a HDR	DOGR and VC		<i>Rules Governing Research Higher Degrees – Clause 46.7</i>
A10. RELAXING PROVISIONS				
A10.1	Determine to relax any provision of the <i>Masters Degree (Research) Awards and Programs Schedule</i>	PAS	This delegation is subject to the recommendation of the DVC or PVC and must be reported to Academic Senate	<i>Masters Degree (Research) Awards and Programs Schedule – Clause 6.0</i>
A10.2	Determine to relax any provision of the <i>Masters Degree (Extended) Awards and Programs Schedule</i>	PAS	This delegation is subject to the recommendation of the DVC or PVC and must be reported to Academic Senate	<i>Masters Degree (Extended) Awards and Programs Schedule – Clause 6.0</i>
A10.3	Determine to relax any provision of the <i>Masters Degree (Coursework)(including models for 160, 130, 80) - Awards and Programs Schedule</i>	PAS	This delegation is subject to the recommendation of the DVC or PVC and must be reported to Academic Senate	<i>Masters Degree (Coursework)(including models for 160, 130, 80) - Awards and Programs Schedule – Clause 6</i>
A10.4	Determine to relax any provision of the <i>Maximum Time for Completion of Programs Schedule</i>	PAS	This delegation is subject to the recommendation of the relevant DVC or PVC	<i>Maximum Time for Completion of Programs Schedule – Clause 5.1</i>
A10.5	Determine to relax any provision of the <i>Undergraduate Awards and Programs Schedule</i>	PAS	This delegation is subject to the recommendation of the relevant DVC or PVC and must be reported to Academic Senate	<i>Undergraduate Awards and Programs Schedule – Clause 15.1</i>

Schedule 2 - Delegation of Academic Matters

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No.	Authority	Delegate(s)	Condition(s)	Reference/Associated Documents
A10.6	Determine to relax any provision of the <i>Postgraduate Coursework Awards and Programs Schedule</i>	PAS	This delegation is subject to the recommendation of the relevant DVC or PVC and must be reported to Academic Senate	<i>Postgraduate Coursework Awards and Programs Schedule - Clause 15.1</i>
A10.7	Determine to relax any provision of the <i>Associate Degree – Awards and Programs Schedule</i>	PAS	This delegation is subject to the recommendation of the relevant DVC or PVC and must be reported to Academic Senate	<i>Associate Degree – Awards and Programs Schedule – Clause 6.0</i>
A10.8	Determine to relax any provision of the <i>Bachelor Degree (240) – Awards and Programs Schedule</i>	PAS	This delegation is subject to the recommendation of the relevant DVC or PVC and must be reported to Academic Senate	<i>Bachelor Degree (240) – Awards and Programs Schedule – Clause 6.0</i>
A10.9	Determine to relax any provision of the <i>Bachelor Honours Degree (320) - Awards and Programs Schedule</i>	PAS	This delegation is subject to the recommendation of the relevant DVC or PVC and must be reported to Academic Senate	<i>Bachelor Honours Degree (320) - Awards and Programs Schedule – Clause 6.0</i>
A10.10	Determine to relax any provision of the <i>Bachelor Honours Degree (80) - Awards and Programs Schedule</i>	PAS	This delegation is subject to the recommendation of the relevant DVC or PVC and must be reported to Academic Senate	<i>Bachelor Honours Degree (80) - Awards and Programs Schedule – Clause 6.0</i>
A10.11	Determine to relax any provision of the <i>Diploma - Awards and Programs Schedule</i>	PAS	This delegation is subject to the recommendation of the relevant DVC or PVC and must be reported to Academic Senate	<i>Diploma - Awards and Programs Schedule – Clause 6.0</i>
A10.12	Determine to relax any provision of the <i>Doctoral Degree (Research) Awards and Programs Schedule</i>	PAS	This delegation is subject to the recommendation of the relevant DVC or PVC and must be reported to Academic Senate	<i>Doctoral Degree (Research) Awards and Programs Schedule – Clause 6.0</i>
A10.13	Determine to relax any provision of the <i>Doctoral Degree (Professional) Awards and Programs Schedule</i>	PAS	This delegation is subject to the recommendation of the relevant DVC or PVC and must be reported to Academic Senate	<i>Doctoral Degree (Professional) Awards and Programs Schedule – Clause 6.0</i>
A10.14	Determine to relax any provision of the <i>Graduate Certificate - Awards and Programs Schedule</i>	PAS	This delegation is subject to the recommendation of the relevant	<i>Graduate Certificate - Awards and Programs Schedule – Clause 6.0</i>

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No.	Authority	Delegate(s)	Condition(s)	Reference/Associated Documents
			DVC or PVC and must be reported to Academic Senate	
A10.15	Determine to relax any provision of the <i>Graduate Diploma - Awards and Programs Schedule</i>	PAS	This delegation is subject to the recommendation of the relevant DVC or PVC and must be reported to Academic Senate	<i>Graduate Diploma - Awards and Programs Schedule – Clause 6.0</i>
A10.16	Determine to relax any provision of the <i>Enabling Program Schedule</i>	PAS	This delegation is subject to the recommendation of the DCELF and must be reported to Academic Senate	<i>Enabling Program Schedule – Clause 8.1</i>
A10.17	In exceptional circumstances in any particular case, determine to relax any other delegation in this schedule except for the establishment and disestablishment of awards (see A1.1)	Chancellor and Vice-Chancellor	This delegation is subject to the recommendation of the PAS and a Deputy Vice-Chancellor	
A11. GOVERNANCE DOCUMENTATION				
A11.1	Approve academic policies and monitor and review their effectiveness	AS		<i>Schedule of Matters Reserved for Council and Council Committees – Ref 28</i>
A11.2	Develop and establish procedures and guidelines to support the <i>Rule Governing Research Higher Degrees</i> and its schedules	DOGR		<i>Rules Governing Research Higher Degrees – Clause 52.1</i>
A11.3	Amend Schedules to the <i>Rules Governing Research Higher Degrees</i>	AS		<i>Rules Governing Research Higher Degrees – Clause 9.1</i>
A12. FEES				
A12.1	Set due date for fees and charges	AR		<i>Rules Governing Research Higher Degrees – Clause 35.4</i> <i>Admission and Enrolment Procedure Manual – Coursework</i>

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No.	Authority	Delegate(s)	Condition(s)	Reference/Associated Documents
AUB: URGENT BUSINESS				
AUB1	Approve urgent business which must be conducted between scheduled meetings of committees of Academic Senate	Committee Chairs	This delegation is subject to any matters being reported to the next meeting of the committee	<i>Approved by Council Resolution [C13:161]</i>
AUB2	Approve urgent business which must be conducted between scheduled meetings of the Academic Senate	President of Academic Senate	This delegation is subject to any matters being reported to the next meeting of Academic Senate	<i>Approved by Council Resolution [C06:002]</i>

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Associated Documents

Awards and Graduation Policy

Admission and Enrolment Procedure Manual – Coursework

Course Management and Assessment Procedure Manual

Program Management Procedure Manual – Coursework

Acronym List

ADRT	Assistant Dean (Research Training)	FPVC	Faculty Pro Vice-Chancellors
AR	Academic Register	HDR	Higher Degree Research
AS	Academic Senate	HOS	Head of School
AQF	Australian Qualifications Framework	ISSU	International Student Support Unit
CAL	Course Availability List	PAS	President of Academic Senate
DCELF	Director, Centre for English Language and Foundation Studies	PCAC	Programs and Course Approval Committee
DOGR	Dean of Graduate Research	PVC	Pro Vice-Chancellor
DVC	Deputy Vice-Chancellor	RC	Research Committee
DVCA	Deputy Vice-Chancellor (Academic)	RTSC	Research Training Sub-Committee
SDVCRI	Senior Deputy Vice Chancellor (Research and Innovation)	US	University Secretary
FB	Faculty Board	VC	Vice-Chancellor
FPAC	Faculty Progress and Appeals Committee		

Schedule 2 - Delegation of Academic Matters

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About this Document

Further Information

TRIM Number	D17/93021
Approval Authority	Council
Date Effective	29 March 2018
Subject Matter Expert	David Cantrick-Brooks, University Secretary (Chief Governance Officer)
Contact Details	David.CantrickBrooks@newcastle.edu.au
Review Date	January 2020

Approval History

Effective Date	Approved by	Amendment
29/03/2018	Council	Amendments in accordance with rescission of the Rules Listing Awards; Rules Governing Academic Dress; Rules Governing Conferral of Awards and Programs; Rules Governing Courses and Assessment; Rules Governing Admission and Enrolment; Rules Governing Awards and Programs (resolution C18:035)
16/10/2017	University Secretary	Administrative amendment to include A9.3 in accordance with the Rules Governing Research Higher Degrees
22/09/2017	Council	Approval of new rule (resolution C17:120)