

## RULE CHANGES APPROVED BY COUNCIL

Pursuant to the UTS Bylaw (Part 4, division 3, clause 44), the following rule changes made by UTS Council with immediate effect.

At its meeting 11/5 on 17 August 2011, Council resolved to approve amendments to the Rules as follows:

COU/11-5/71

Council resolved to:

- .2 approve the amendments to the student and related rules as follows:
  - a) Rule 9.1 Examination timetables, as detailed in Attachment 1;
  - b) Student Rule 2.3 Communication, as detailed in Attachment 2;
  - c) Student Rules Schedule 1 Definitions- official noticeboard, as detailed in Attachment 2;
  - d) General Rules G3 Rules relating to Academic Board and Faculty Boards Part 3- Elections, Call for nomination and notice of election, as detailed in Attachment 2;

### **Attachment 1 (resolution .2 above)**

[new text underlined, text to be deleted in ~~striketrough~~]

#### **9.1 Examination timetables**

- 9.1.1 The examination timetable showing the location of all centrally conducted examinations should be available on the University website, or as otherwise determined by the Registrar and advised to students by an appropriate means, at least five (5) weeks before the commencement of an official examination period and will continue to be available until the end of the examination period.
- 9.1.2 Information concerning examination timetables will not be provided by the University to students by telephone.
- 9.1.3 For faculty-based examinations, the faculty is required to take all reasonable steps to minimise clashes with both other faculty-based examinations and centrally conducted examinations. Where clashes occur, faculties are responsible for making reasonable

alternative arrangements for students in the faculty-based examinations.

- 9.1.4 When an unavoidable clash occurs in the scheduling of a centrally conducted examination for a particular student, the Registrar (or nominee) will notify the student as soon as possible after the release of the final examination timetable of the special arrangements made to resolve the scheduling clash.
- 9.1.5 (1) Where a student considers that he or she has a serious individual scheduling difficulty with the examination timetable, the student shall advise the Registrar (or nominee) immediately in the manner prescribed by the Registrar and request that alternative arrangements be made.
- (2) Acceptable grounds for serious individual scheduling difficulty requests include but are not limited to:
- (a) three examinations occurring ~~consecutively~~ in any twenty-four hour period;
  - (b) sporting or cultural representative commitments at state, national or international level;
  - (c) observance of significant religious events for which the student can demonstrate ongoing personal commitment;
  - (d) significant personal or family events or business commitments for which the student can provide documentary evidence which satisfies the Registrar that the commitment could not be undertaken outside the examination period.
- (3) Unacceptable grounds for serious individual scheduling difficulty requests include:
- (a) holiday arrangements;
  - (b) sport and leisure activities;
  - (c) travel arrangements including those for overseas study.
- (4) The Registrar (or nominee) must consider such requests and make alternative arrangements where this is appropriate and practicable. The Registrar (or nominee) must notify the student as soon as possible of any decision and any special arrangements made in relation to the individual scheduling difficulty.

## **Attachment 2 (resolution .2 above)**

[new text underlined, text to be deleted in ~~strikethrough~~]

## **Section 2 — Student Requirements**

### **2.3 Communication**

2.3.1 Official University notices shall be displayed by the Registrar on ~~official noticeboards on each campus and on the official student~~ noticeboard on the UTS website.

2.3.5 Students have a responsibility to acquaint themselves with official University notices communicated generally via the noticeboards and correspondence communicated in print or electronically to specific individual students. Failing to read, misreading or misunderstanding official information or correspondence will not be accepted as a reason for students being unaware of matters so notified.

## **Student Rules Schedule 1 Definitions**

**official noticeboard** means the ~~physical noticeboard located on each campus and at each major precinct where official notices in printed form are displayed and the official UTS noticeboard website where official notices are displayed in electronic form.~~

## **General Rules G3 Rules Relating to the Academic Board and Faculty Boards**

### **Part 3 — Elections**

#### **Call for nominations and notice of election**

20. (1) If an election is necessary, the Returning Officer must publish a notice referred to in this clause on the ~~official noticeboards on the premises of the University~~ official noticeboard on the UTS website and in such other places and in such manner as the Returning Officer considers necessary to inform the persons whose names are on the relevant rolls of the contents of the notice.