

APPROVED RULE CHANGE

On 21 April 2023, pursuant to Council Resolution COU/18-4/78, the Vice-Chancellor approved amendments to Schedule G2 in the UTS General Rules to provide two new Director positions in the Lifetime Learner Experience Unit with Band 4 General Expenditure financial delegations.

On 18 April 2023 the Director, Governance Support Unit approved under Delegation 3.14.1 administrative amendments to the UTS Student Rules and General Rules to reflect the new Director, Student Administration position.

In May 2023 the Deputy Director, Governance Support Unit approved under Delegation 3.14.2 subsequent administrative amendments to UTS Student Rules 3.6.4, 7.5.7 and 9.1.5 (2)(f) to reflect the new Director, Student Administration position and an administrative amendment to Schedule G2 in the UTS General Rules to correctly reflect the title of Internal Audit Director.

On 7 June 2023 the Director, Governance Support Unit approved under Delegation 3.14.1 an amendment to the General Rules to replace the Director of Student Administration with the Executive Director, LLE as an ex-officio member of Academic Board.

THE APPROVED AMENDMENTS TO THE UTS RULES ARE PROVIDED BELOW

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

UTS STUDENT RULES

2.3 Communication

[...]

2.3.9 Students must notify ~~the Director~~, Student Administration ~~Unit (or nominee)~~ of any change in their contact details as soon as possible, by online access to MyStudentAdmin on the student system account and/or by other designated mode of written or electronic notification to student administrative services or support as prescribed by the Director, Student Administration ~~Unit (or nominee)~~ from time to time. The University will not accept responsibility if communications fail to reach a student who has not so notified ~~the Director~~, Student Administration ~~Unit (or nominee)~~ of a change of contact details.

2.4 Relevant documentary evidence

[...]

2.4.2 Medical or other professional certificates alone do not constitute adequate supporting evidence for such requests. Medical or other professional evidence must be provided by the relevant authority on the professional authority form (or other form) as prescribed by the Director, Student Administration ~~Unit (or nominee)~~ from time to time.

3.6 Changes to courses

[...]

3.6.4 If a student is required to undertake a revised version of a course, the relevant Responsible Academic Officer, in consultation with the student, must provide transitional arrangements for the student which will satisfy the requirements of the revised version of the course. Details of these arrangements must be provided to the Director, Student Administration-~~Unit (or nominee)~~ who shall ensure that they are recorded and the University shall use these arrangements as the basis for determining the student's academic progress and completion of course requirements.

4.1 Liability for payment

[...]

4.1.3 In exceptional circumstances and subject to regulatory requirements the Director, Student Administration-~~Unit~~ may waive liability for payment of a particular fee or charge.

4.2 Payment due date

[...]

4.2.4 In exceptional circumstances and subject to legislative requirements the Director, Student Administration ~~Unit~~ may grant an extension of the payment due date. Applications for such an extension must be directed to ~~the Director~~, Student Administration-~~Unit~~ and, must be received prior to the payment due date, state the reasons why payment cannot be made by the due date and be accompanied by such relevant documentary evidence of the exceptional circumstances as is required by the Director, Student Administration-~~Unit~~. Only in exceptional circumstances will the Director, Student Administration-~~Unit~~ accept such an application after the payment date.

4.5 Refund of tuition fees and charges

[...]

4.5.2 The Director, Student Administration-~~Unit or nominee~~ has authority to approve a refund of fees and charges.

4.5.3 A student who wishes to request a refund of fees must apply in writing by the date specified by the Director, Student Administration-~~Unit~~.

4.6 Refund of student contribution debt

4.6.1 In circumstances prescribed by law, a Commonwealth supported student may apply for a refund of a student contribution amount paid to the University or for remission of a debt to the Commonwealth Government. An application must be made following the instructions outlined on the Refunds and Remissions webpage within the required timeframes. A decision will be made in accordance with the provisions of the relevant legislation. The Director, Student Administration-~~Unit~~ or nominee has authority to

approve a refund or remission of a student contribution debt in accordance with the relevant legislation.

5.5 Deferral of commencement

[...]

5.5.3 An application for a deferral for eligible courses must be made via the process approved by the Director, Student Administration-~~Unit (or nominee)~~ by the specified closing date.

5.6 Refusal of application, withdrawal of offer of admission and cancellation of admission or enrolment

5.6.1 [...]

(6) an applicant or student seeks admission to (or is found to be enrolled in) more than one award course at this University or any tertiary institution without the approval of the relevant faculty, faculties and/or where necessary, in consultation with the Director, Student Administration-~~Unit~~; or

[...]

5.6.2 Written notification of any such refusal, withdrawal or cancellation will be sent to relevant applicants or students by the Director, Student Administration-~~Unit (or nominee)~~.

5.6.5 Appeal

[...]

(2) An appeal must be in writing, specify and substantiate the grounds of the appeal and be lodged with the Director, Student Administration-~~Unit (or nominee)~~ within 20 working days of the date of notification.

(3) A student may request the Director, Student Administration-~~Unit~~ to consider an extension of time to submit an appeal against decisions made under Rule 5.6.1(2). Except in exceptional circumstances, any such request must be received within 15 working days of the date of official notification.

[...]

(5) The Director, Student Administration-~~Unit~~ shall refer the appeal to the Responsible Academic Officer. The Responsible Academic Officer may seek advice from relevant members of staff. The Responsible Academic Officer shall then forward ~~his or her~~their recommendation, and the advice received, to the Director, Student Administration-~~Unit~~.

(6) If the recommendation of the Responsible Academic Officer is that the appeal be upheld, the refused offer of admission and/or cancelled admission and/or enrolment will be reinstated and the applicant will be advised of this by the Director, Student Administration-~~Unit~~. If the recommendation is to dismiss the appeal, the Director, Student Administration-~~Unit~~ shall refer the appeal to an Admissions Non-disclosure Appeals Committee, constituted under Rule 17.4, for consideration and decision.

6.4 Course requirements

6.4.1 Where credit towards a course has been approved in recognition of a student's previous learning, the requirements necessary for the student to complete the course and the maximum time permitted to complete the course shall be determined in each case by the relevant Responsible Academic Officer. Details of any such approval must be provided to the Director, Student Administration-~~Unit (or nominee)~~ who shall ensure that it is recorded and used as the basis for determining the student's academic progress and completion of course requirements.

7.1 Enrolment procedures

[...]

7.1.2 Students are required to:

(1) complete the required enrolment procedures by the closing date as notified by the Director, Student Administration-~~Unit~~;

[...]

Students who are not enrolled in any subjects in a particular teaching period and who are not on approved leave of absence will be withdrawn from the course by ~~the Director,~~ Student Administration ~~Unit~~ in accordance with the provisions of Rule 7.8.

7.1.3 Students who wish to complete the required enrolment procedures after the specified enrolment period will, if permitted to do so, be liable for payment of the late enrolment fee prescribed by the Provost unless:

(1) approval for late enrolment has previously been obtained from the Director, Student Administration-~~Unit~~; or

(2) they are able to show, to the satisfaction of the Director, Student Administration-~~Unit~~, that their late enrolment is caused by circumstances beyond their reasonable control.

[...]

7.2 Concurrent enrolment at another tertiary educational institution

7.2.1 A currently enrolled UTS undergraduate or graduate coursework student who wishes to enrol in subjects at another tertiary institution and have these subjects credited

towards the award course at the University must complete the application processes as prescribed by the Director, Student Administration ~~Unit~~.

7.3 Cross-institutional enrolment

[...]

7.3.3 A student enrolled in cross-institutional study who wishes to vary ~~his or her~~their enrolment at the University by undertaking additional or different subjects must lodge ~~his or her~~their application with ~~the Director~~, Student Administration ~~Unit~~ for decision in consultation with the relevant faculty. The application, which must be made in accordance with the schedule of dates for variation of enrolment (refer Rule 7.5.2), must include evidence of formal approval to undertake the additional subjects from the student's home institution.

7.4 Non-award subject enrolment

7.4.1 Enrolment in subjects as a non-award student is subject to the approval by the Director, Student Administration ~~Unit (or nominee)~~ in consultation with the relevant faculty and to the availability of subjects and class places.

7.4.2 A student enrolled in subjects on a non-award basis who wishes to vary ~~his or her~~their enrolment by undertaking additional or different subjects must lodge ~~his or her~~their application with ~~the Director~~, Student Administration ~~Unit (or nominee)~~ for decision in consultation with the relevant faculty. The application must be in accordance with the schedule of dates for variation of enrolment (refer Rule 7.5.2).

7.5 Variation of enrolment

7.5.1 A student who wishes to vary enrolment in subjects in ~~his or her~~their approved program of study must complete the variation of enrolment processes as prescribed by the Director, Student Administration ~~Unit~~.

[...]

7.5.6 Where a student wishes to withdraw from a subject in the current teaching period after the census date or other prescribed date for that teaching period as a result of illness or other circumstances beyond ~~his or her~~their reasonable control, the student may lodge with the Director, Student Administration ~~Unit~~ a written report of the circumstances, supported by a medical certificate or other relevant evidence. The Director, Student Administration ~~Unit (or nominee)~~ shall determine in consultation with the relevant faculty whether the withdrawal will be permitted without academic penalty ('Withdrawn') or with academic penalty ('Withdrawn Fail').

7.5.7 If an application for withdrawal from a subject is refused by the Director, Student Administration ~~Unit~~, the student is expected to complete the assessment requirements for that subject.

7.5.8 A student who has been placed on academic caution in accordance with Rule 10.7 and who has enrolled in more than ~~his or her~~their credit point limit (refer Rule 10.7.4(3)) may be withdrawn from one or more subjects by the Director, Student Administration ~~Unit~~ on the recommendation of the relevant Responsible Academic Officer.

7.5.9 Applications to withdraw after the current teaching period may be referred to the Director, Student Administration ~~Unit~~ for consideration under the criteria for special circumstances, as defined in legislation (where relevant).

7.6 Leave of absence

[...]

7.6.2 An undergraduate or graduate coursework student who has been continuously enrolled for at least one teaching period who wishes to withdraw temporarily from a course must lodge an application for leave of absence on the appropriate form and in accordance with procedures prescribed by the Director, Student Administration ~~Unit~~.

[...]

7.6.7 A student resuming a course after a period of approved leave of absence will be subject to the course requirements in operation at the time of resumption of study and will be required to re-enrol in accordance with procedures prescribed ~~as directed~~ by the Director, Student Administration ~~Unit (or nominee)~~.

7.8 Withdrawal from a course

[...]

7.8.2 A student who wishes to withdraw permanently from a course must lodge an application for withdrawal in accordance with procedures prescribed by the Director, Student Administration ~~Unit~~.

7.8.3 An application for withdrawal from a course will be treated as an application for withdrawal from all subjects in accordance with Rules 7.5.2 to 7.5.5.

7.8.4 An undergraduate or graduate coursework student who has not enrolled in any subjects and who has not applied for and had a period of leave of absence approved in accordance with Rule 7.6 or who has not re-enrolled as required after a period of approved leave of absence is considered to have abandoned ~~his or her~~their study in the course and will be withdrawn from the course in accordance with procedures prescribed by the Director, Student Administration ~~Unit (or nominee)~~.

8.3 Special consideration of disruption to assessment

8.3.1 During the teaching period

[...]

(4) Requests for special consideration must be lodged with ~~the Director~~, Student Administration ~~Unit~~: (a) in the case of a written examination no later than two working days after the examination; or (b) in the case of an assessment task other than a written examination prior to the due date.

[...]

8.3.2 During an examination

[...]

(3) Requests must be lodged with the Director, Student Administration ~~Unit~~ no later than two working days after the examination for consideration by the relevant faculty Responsible Academic Officer or the Subject Coordinator.

(4) In exceptional circumstances the Director, Student Administration ~~Unit~~ may extend the due date for submission of requests.

[...]

8.3.3 Absence from entire examination

[...]

(4) In relation to a centrally conducted examination:

(a) requests must be lodged with ~~the Director~~, Student Administration ~~Unit~~ by no later than two working days after the scheduled examination date;

(b) in exceptional circumstances the Director, Student Administration ~~Unit~~ may extend the due date for submission of requests;

(c) the Director, Student Administration ~~Unit~~ will consider the request and notify the student of the outcome and of any special arrangements to provide for further examination.

9.1 Examination timetables

9.1.1 The examination timetable provides an overview of all centrally conducted examinations. The timetable will be made available in a manner determined by the Director, Student Administration ~~Unit~~ and advised to students by an appropriate means, at least five weeks before the commencement of an official examination period and continue to be available until the end of the examination period.

[...]

9.1.4 Any clashes in centrally conducted examinations will be handled in advance of timetable publication in a manner approved by the Director, Student Administration ~~Unit~~.

9.1.5 (1) Where a student considers that ~~he or she~~they has~~ve~~ a serious individual scheduling difficulty with the examination timetable, the student shall advise:

(a) ~~the Director~~, Student Administration ~~Unit~~ for centrally conducted examinations; or

(b) the Subject Coordinator for faculty-based examinations; immediately in the manner prescribed by the Director, Student Administration ~~Unit~~ or Subject Coordinator 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 in any 24-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 for which the student can provide documentary evidence which satisfies the Director, Student Administration ~~Unit~~ or Subject Coordinator that the commitment could not be undertaken outside the examination period;

(e) significant professional or service commitments for which the student can provide documentary evidence which satisfies the Director, Student Administration ~~Unit~~ or Subject Coordinator that the commitment could not be undertaken outside the examination period;

(f) UTS representative commitments as approved by the faculty and Student Administration ~~Unit~~: Examinations and Assessments.

(3) Unacceptable grounds for serious individual scheduling difficulty requests include:

(a) holiday arrangements;

(b) sport and leisure activities other than those specified in Rule 9.1.5(2)(b);

(c) travel arrangements other than for approved overseas study;

(d) the normal demands of employment.

(4) ~~The Director~~, Student Administration ~~Unit~~ or the Subject Coordinator must consider such requests and make alternative arrangements where this is appropriate and practicable. ~~The Director~~, Student Administration ~~Unit~~ or the Subject Coordinator must notify the student as soon as possible of any decision and any special arrangements made in relation to the individual scheduling difficulty.

9.2 Student responsibilities

[...]

9.2.3 Students have responsibility for ensuring that clashes and potential clashes in their examination timetable are identified and for advising:

- (1) ~~the Director~~, Student Administration ~~Unit~~ for centrally conducted examinations; or
- (2) the Subject Coordinator for faculty-based examinations; of serious individual scheduling difficulties arising from the examination timetable at least 10 working days prior to the commencement of the examination period.

[...]

9.5 Rescheduled and alternative examinations

9.5.1 In special circumstances approval may be given by:

- (1) the Director, Student Administration ~~Unit~~ for centrally conducted examinations; or
- (2) the Subject Coordinator for faculty-based examinations; to be held for specific students at a time other than the published time, on such conditions as the Director, Student Administration ~~Unit~~ or Subject Coordinator may prescribe. Centrally conducted 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 Director, Student Administration ~~Unit~~.

[...]

9.5.4 Students for whom rescheduled and alternative 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:

- (1) the Director, Student Administration ~~Unit~~ for centrally conducted examinations; or
- (2) the Subject Coordinator for faculty-based examinations; in addition to the Rules and requirements for examinations generally.

9.6.2 Misconduct during centrally conducted examinations

[...]

- (3) The examination supervisor shall inform the student at the conclusion of the examination or as soon as possible thereafter if an allegation of misconduct has been made, and shall then note on the subject listing sheet that the student's examination paper has been sent to the Director, Student Administration ~~Unit~~ (or nominee) because of alleged misconduct.

(4) The examination supervisor shall, as soon as possible, provide a written report to the Director, Student Administration ~~Unit~~ (or nominee). The Director, Student Administration ~~Unit~~ (or nominee) shall consult with others and, make a decision concerning any further action to be taken.

[...]

9.6.4 Disorderly conduct during centrally conducted examinations

(2) The examination supervisor shall, as soon as possible, provide a written report on the alleged misconduct to the Director, Student Administration ~~Unit (or nominee)~~. The Director, Student Administration ~~Unit (or nominee)~~ shall in consultation with others make a decision concerning any further action to be taken.

[...]

10.4 Failure to maintain minimum rate of progress

[...]

10.4.2 Written notification of any exclusion will be sent to the relevant student in accordance with procedures prescribed by the Director, Student Administration ~~Unit~~.

[...]

10.5 Maximum time to complete course requirements

[...]

10.5.6 In accordance with procedures prescribed by tThe Director, Student Administration, ~~Unit~~ Student Administration will issue notification at the end of any half year of study, if a student is approaching the maximum time to complete a course, that the student must consult with the relevant Responsible Academic Officer for approval of a study plan to enable completion of the course within an agreed specified time period.

[...]

10.5.10 Written notification of any exclusion will be sent to the relevant student in accordance with procedures prescribed by the Director, Student Administration ~~Unit~~.

[...]

10.6 Repeated failure in a subject

[...]

10.6.5 Written notification of any exclusion will be sent to the student in accordance with procedures prescribed by the Director, Student Administration ~~Unit~~.

[...]

10.8 Appeals

10.8.1 A student may lodge an appeal with the Director, Student Administration-~~Unit~~ as set out in Rules 10.4.3, 10.5.11 and 10.6.6.

10.8.2 An appeal must be in writing, must specify and substantiate the grounds of the appeal and be lodged with the Director, Student Administration-~~Unit~~ within 20 working days of the date of notification of the decision.

[...]

10.8.5 The Director, Student Administration-~~Unit~~ shall refer the appeal to the relevant Responsible Academic Officer.

[...]

10.8.10 The final decision will be conveyed to the student by the Director, Student Administration ~~Unit~~.

12.6 Assessment of works

[...]

12.6.3 The Thesis Examination Committee shall consider the reports of the assessors and make a recommendation to the Dean, Graduate Research School who, on behalf of Higher Degree Research Board, shall formulate a recommendation to Academic Board, upon advice of Director, Student Administration-~~Unit~~, and in accordance with the Statement of Assurance — Conferral of Awards, that:

- (1) the candidate has satisfied requirements for the award of the degree as specified in Rule 12.2; or
- (2) the candidate has not satisfied requirements for the award of the degree.

13.2.1 Coursework

[...]

(2) Upon advice of the Director, Student Administration-~~Unit~~, the relevant Chair of Faculty Board, acting on behalf of the Faculty Board, shall confirm that those coursework students who have satisfied the approved course requirements have completed the course, and shall notify Academic Board of the names of all such coursework students and recommend to Academic Board that those coursework students are eligible to graduate, in accordance with the Statement of Assurance — Conferral of Awards.

13.2.2 Graduate research

[...]

(3) The Chair of Graduate Research School Board acting on behalf of Graduate Research School Board, shall recommend to Academic Board, upon advice of the Director, Student Administration ~~Unit~~, that the process outlined in the Statement of Assurance — Conferral of Awards has been followed, and the resulting graduate research students who have satisfactorily completed course requirements in accordance with Rule 13.2.2(1) and (2) are considered eligible to graduate.

[...]

13.3 Eligibility to graduate

13.3.1 The Director, Student Administration ~~Unit~~ shall provide advice to the relevant Chair of Faculty Board acting on behalf of the Faculty Board, for recommending to Academic Board that the process outlined in the Statement of Assurance — Conferral of Awards has been followed, and the resulting coursework students who have satisfactorily completed course requirements in accordance with Rule 13.2.1 and are considered eligible to graduate.

13.3.2 Upon advice of the Director, Student Administration ~~Unit~~, the Chair of Graduate Research School Board, acting on behalf of Graduate Research School Board, shall recommend to Academic Board the conferral of awards upon those graduate research students who have satisfactorily completed course requirements in accordance with Rule 13.2.2 and are considered eligible to graduate.

[...]

13.9 Testamurs

[...]

13.9.3 A replacement testamur may be requested by a graduate and issued upon approval in accordance with procedures prescribed by the Director, Student Administration ~~Unit, or delegate~~. The replacement testamur will bear a statement of replacement including date of re-issue.

15.4 Non-compliance

15.4.1 Where a Dean (or nominee) or Director (or nominee) believes on reasonable grounds that an equipment borrower has not complied with the conditions of loan pursuant to Rule 15.2.1(1) or has not complied with the requirements of Rule 15.3, the Dean (or nominee) or Director (or nominee) may do any or all of the following:

[...]

(3) request the Director, Student Administration-~~Unit~~ not to permit the student to re-enrol or graduate, or to withhold assessment results, until the equipment is returned;

[...]

15.4.2 Where the Dean (or nominee) or Director (or nominee) believes one or more of the actions in Rule 15.4.1(1) to 15.4.1(7) are appropriate, the Dean (or nominee) or Director (or nominee) will notify and give reasons to the student and the Director, Student Administration-~~Unit~~. The Dean (or nominee) or Director (or nominee) may notify any other person of the decision and reasons on a need to know basis.

17.5 Procedures for Appeals Committees

[...]

17.5.5 Senior administrative staff may assist Appeals Committees, act as advisers and attend meetings as required by the Chair. These staff may include the Director, Student Administration ~~Unit~~ (or nominee), Director, Student Services Unit (or nominee), the Director, Graduate Research School (or nominee), or any other advisers nominated by the Chair of the committee having regard to the stated grounds for appeal. In providing assistance to an Appeals Committee, the members of staff shall confine their comments or contributions to the provision of factual information or technical or legal advice that is actually needed to assist the committee to deal with the matter or matters before it. They should not express any opinion about the appropriate outcome for individual cases or on the merits of any case. A note should be made of the substance of their advice and this should be kept with the official University file relating to the appeal in question.

Schedule 1 — Definitions

centrally conducted examination means an examination scheduled and conducted under the authority of the Director, Student Administration-~~Unit~~.

Director, Student Administration-~~Unit~~ (also referred to as the Executive Director, in the Lifetime Learner Experience Unit) means the officer of the University who has general responsibility for student administrative matters including, among other things, admissions, fees, enrolment, centrally conducted examinations, quality and graduation procedures.

examination period means:

(1) the official examination period as approved by Academic Board for centrally conducted examinations; or

(2) examination periods approved by the Director, Student Administration ~~Unit~~ for centrally conducted examinations; or

(3) examination periods approved by the Subject Coordinator for faculty-based examinations to be held at other times as required and published in accordance with Rule 9.1.

examination supervisor means a person appointed in accordance with procedures prescribed by the Director, Student Administration ~~Unit~~ to oversee and direct centrally conducted examinations. (Also see monitoring staff member.)

special consideration is the term used when a student who is experiencing (or anticipates that ~~he or she~~they will experience) significant difficulty in meeting assessment requirements due to circumstances beyond the student's control (including but not limited to serious illness or psychological condition, loss or bereavement, hardship or trauma) applies to have those factors considered in the determination of variation to assessment requirements or other special arrangements for learning and assessment.

Student Administration means the operational area in the Lifetime Learner Experience Unit under the Director, Student Administration that is responsible for the management of current students including admissions, current learner enquiries, enrolment, fees, exams, study plan management, progressions, subject results, graduation and conferral.

UTS GENERAL RULES

G3 – Rules relating to Academic Board, Faculty Boards and Elections

Division 1 — Constitution of the Academic Board

1. (2) The ex officio members of Academic Board are to be the person or persons holding the positions of:

- (a) Provost;
- (b) Deputy Vice-Chancellor (Education and Students);
- (c) Deputy Vice-Chancellor (Innovation and Enterprise);
- (d) Deputy Vice-Chancellor (International);
- (e) Deputy Vice-Chancellor (Research);
- (f) Pro Vice-Chancellor (Education);
- (g) Pro Vice-Chancellor (Indigenous Leadership and Engagement);
- (h) Deans;
- (i) University Librarian;
- (j) President of the UTS Students' Association;
- (k) Director, Institute for Interactive Media and Learning;
- (l) Director, Institute for Sustainable Futures;
- (m) Executive Director, Lifetime Learner Experience~~Director, Student Administration Unit~~;
- (n) Chair, Courses Accreditation Committee;
- (o) Deputy Chair, Courses Accreditation Committee;
- (p) Deputy Chair, Research Committee; and
- (q) Deputy Chair, Teaching and Learning Committee;

in addition to the holder or holders of any other position determined by Council.

Division 3 — Functions and powers of Academic Board

Approval and monitoring functions

12. (2) Without limiting the effect of Rule G3-11, Academic Board shall: (a) upon recommendation of the Chair of Faculty Board (acting on behalf of the Faculty Board) for coursework, and Chair of Graduate Research School Board (acting on behalf of Graduate Research School Board) for graduate research, approve those students who are considered eligible to graduate, having completed approved course requirements satisfactorily noting: (i) the Chair of Faculty Board and Chair of Graduate Research School Board shall make such recommendation to Academic Board upon the advice of Director, Student Administration-Unit;

Schedule G2 - Strategic Delegations

1.2 – General Expenditure

Council has approved the following general expenditure delegations. All expenditure is to be within approved budget, within area of responsibility and aligned to the delivery of the UTS Strategic Objectives.

Band	Delegate by position	Limit
Band 1	Vice-Chancellor	\$10,000,000
Band 2	Provost Deputy Vice-Chancellors Chief Operating Officer	\$2,000,000
Band 3	Vice-President, Advancement Pro Vice-Chancellor Assistant Deputy Vice-Chancellor Chief Data Officer Chief Financial Officer Chief Information Officer Chief Marketing and Communications Officer Deans Director, Australia-China Relations Institute Director, Institute for Public Policy and Governance Director, Institute for Sustainable Futures Director, Property Director, Research Office	\$750,000

	<p>Executive Director, Lifetime Learner Experience</p> <p>Executive Director, People and Culture</p> <p>General Counsel and Executive Director, Risk and Compliance</p> <p>University Librarian</p> <p>University Secretary and Director, Governance Support Unit</p>	
Band 4	<p>Professional unit directors (not identified above)</p> <p>Director, Centre for Health Economics Research and Evaluation</p> <p>Director, Entrepreneurship</p> <p>Director, Jumbunna Research</p> <p><u>Director, Future Learners</u></p> <p>Director New Business</p> <p><u>Director, Student Administration</u></p> <p><u>Director</u>, Internal Audit <u>Director</u></p> <p>Chief Information Security Officer</p> <p>Associate deans</p> <p>Deputy deans</p> <p>Faculty managers (or equivalent position)</p> <p>Deputy Chief Information Officer, Strategic Planning and Architecture</p> <p>Deputy Directors or Head of Department (International)</p> <p>Deputy Director, People</p> <p>Deputy University Secretary and Deputy Director, Governance Support Unit</p> <p>Head of Enterprise Architecture and IT Governance</p> <p>Head of IT, Digital Working</p> <p>Head of IT Learning and Teaching</p> <p>Head of IT, New Business, Enterprise and Community</p> <p>Head of IT Operations</p> <p>Head of IT, Research</p> <p>Head, IT Change and Communications (ITU)</p> <p>Heads of school or equivalent (as titled for each faculty, school, or centre)</p> <p>Faculty Technical Resources Manager</p>	\$250,000

	General Manager (Technical Services) (Faculty of Science) Manager, Audio Visual Services (Information Technology Division)	
Band 5	To ensure administrative efficiency of UTS operations: A delegate in bands 1 to 4, under Delegation 1.2, may authorise any employee under that delegate's supervision to expend funds for and on behalf of, and in the name of, that delegate, which do not exceed these thresholds. Any authorisation may only be granted and exercised in accordance with guidelines (PDF, staff only) issued from time to time by the Chief Financial Officer, who must also maintain a register of authorisations. The Delegations Principles (refer Schedule G1) applying to the exercise of Council delegations apply equally to holders of authorisations to expend funds under bands 5 to 8.	\$50,000
Band 6		\$20,000
Band 7		\$10,000
Band 8		\$5000