

Omnibus Amendment Statute 2023 Final Draft

TITLE AND COMMENCEMENT

- a) The Council of the **University** makes the following statute under section [284](#) of the Education and Training Act 2020.
- b) This statute may be referred to as the Omnibus Amendment Statute 2023.
- c) This statute applies for the period from 1 January 2023 to 31 December 2023 (unless repealed or replaced before this date) and replaces the Omnibus Amendment Statute which came into force on 1 January 2022.

APPLICATION

This statute applies to all students and **staff members** of the University.

PURPOSE

The purpose of this statute is to make changes to the regulations and policies named herein to:

- preserve the highest standards of excellence in education
- provide clarity for students and staff
- improve the student experience
- provide flexibility in extraordinary circumstances to reduce potential undue hardship to students and staff.

STATUTE

1. The provisions of the regulations and policies listed in the table below are changed as set out in the last column of the table. These changes take effect from 1 January 2023 and apply until 31 December 2023.

Area	Owner	Title of the regulation or policy	Relevant section	Original text at 31 December 2021	Change made for the 2022 year (compared to the original text) by the Omnibus Amendment Statute	Change for the 2023 year (compared to the original text) with rationale
Assessment	Council	Examination Regulations	5 a	<i>Time, Place and Mode of Examinations</i> <i>5 a Students must sit examinations at times, at places, and in modes which shall be determined by the University.</i>	<p>Add additional definition and additional authorities:</p> <p>New i-iii after 5 a:</p> <p>(i) 'Modes' refers to the way the examination is carried out and includes paper-based or digital (computer-based or online) delivery. Examinations in digital modes may be completed as invigilated or non-invigilated examinations.</p> <p>(ii) Where permitted by Government requirements and University COVID-19 rules, Associate Deans (Learning and Teaching) may approve the on-campus invigilated delivery of clinical, practical or performance examinations, where these examinations meet criteria determined by the Provost.</p> <p>(iii) Where permitted by Government requirements and University COVID-19 rules the Director, Learning and Teaching may approve the use of invigilation in individual examinations (other than for those approved in (ii)), where these examinations meet criteria determined by the Provost.</p>	<p>Rationale: The shift to online exams has created the need for more clarity around this mode of exam delivery</p> <p>Change: Add additional definition and additional authorities:</p> <p>New i-iii after 5 a:</p> <p>(i) 'Modes' refers to the way the examination is carried out and includes paper-based or digital (computer-based or online) delivery. Examinations in digital modes may be completed as invigilated or non-invigilated examinations.</p> <p>(ii) Associate Deans (Learning and Teaching) may approve the on-campus invigilated delivery of clinical, practical or performance examinations, where these examinations meet criteria determined by the Provost.</p> <p>(iii) The Director, Learning and Teaching may approve the use of invigilation in individual examinations (other than for those approved in (ii)), where these examinations meet criteria determined by the Provost.</p>

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			6	<p><i>Special Examination Conditions</i></p> <p><i>A student who is permanently or temporarily impaired in a manner which affects their ability to undertake examinations under the prescribed examination conditions may, upon production of the appropriate evidence, obtain from one of the following bodies a recommendation, which subject to the approval of an approved delegated authority, will enable that student to be examined under conditions which take account of the particular impairment: University Health and Counselling or Inclusive Learning.</i></p>	<p>Replace 6 with:</p> <p>Special Examination Conditions</p> <p>A student who is permanently or temporarily impaired in a manner which affects their ability to undertake examinations under the prescribed examination conditions may, upon production of the appropriate evidence, and subject to the approval of an approved delegated authority, be examined under conditions which take account of the particular impairment.</p>	<p>Rationale: To broaden who can provide a recommendation to reduce the burden on health and counselling and to improve the student experience by reducing timelines.</p> <p>Change: Replace 6 with:</p> <p><i>Special Examination Conditions</i></p> <p><i>A student who is permanently or temporarily impaired in a manner which affects their ability to undertake examinations under the prescribed examination conditions may, upon production of the appropriate evidence, and subject to the approval of an approved delegated authority, be examined under conditions which take account of the particular impairment.</i></p>
			12 f (i)	<p><i>To make a recommendation for an aegrotat or compassionate grade, the Academic Head or Dean must certify that:</i></p> <p><i>(i) the student’s overall coursework and tests results in the course was well above the minimum pass standard or, where relevant, the minimum standard for a class of Honours, Merit or Distinction</i></p> <p><i>and</i></p> <p><i>(ii) for a student who sat the examination, the mark attained in the examination was lower than expected taking into account the student’s coursework and test results in that course</i></p> <p><i>and</i></p> <p><i>(iii) the student is in their opinion clearly worthy of a pass in the course or, where</i></p>	<p>Replace 12 f (i) with:</p> <p>The student’s overall coursework and tests results in the course was at minimum at a C – standard, or where relevant the minimum standard for a class of Honours, Merit or Distinction.</p>	<p>Rationale: This change reflects a more student centric approach to aegrotats.</p> <p>Change: Replace 12 f (i) with:</p> <p><i>The student’s overall coursework and tests results in the course was at minimum at a C – standard, or where relevant, the minimum standard for a class of Honours, Merit or Distinction.</i></p>

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				<i>relevant, to be awarded a class of Honours, Merit or Distinction.</i>		
	Pro Vice-Chancellor (Education)	Assessment (Coursework, Tests and Examinations) Policy	19	<i>Tests which count toward the final result for a course will be conducted under examination conditions.</i>	Replace 19 with: Tests which count toward the final result for a course are not required to be conducted under invigilated conditions. The use of in-person or digital invigilation for tests will be determined by the Associate Dean (Learning and Teaching).	Rationale: To create opportunity for wider assessment design options in line with current pedagogical best practice. Change: Replace 19 with: <i>Tests which count toward the final result for a course are not required to be conducted under invigilated conditions. The use of in-person or digital invigilation for tests will be determined by the Associate Dean (Learning and Teaching) or delegate.</i>
			20	<i>For stage one courses at least 50% of course assessment must occur in invigilated settings, normally achieved through formal examinations and/or tests sat under examination conditions. Exceptions must be approved by Education Committee.</i>	Waive requirement for 2022.	Rationale: To create opportunity for wider assessment design options in line with current pedagogical best practice, while maintaining the possibility of having an invigilated assessment of at least 50%. Change: Waive 20 for 2023 by adding the following to the end of 20: <i>The requirements of this item 20 are waived for 2023.</i>
			35	<i>Substantive changes to assessment arrangements that have been approved and published cannot be made without unanimous agreement from students, and approval by the Academic Head and Dean of Faculty.</i> <ul style="list-style-type: none"> <i>substantive changes to assessment arrangements must be agreed and publicised to students within the period of deleting the course from a student's enrolment without penalty.</i> 	Replace 35 with: Associate Deans (Learning and Teaching) must review and approve where necessary substantive changes* to assessment made after the Canvas course outline has been published and	Rationale: The change made to 35 in 2022 is not required in 2023 so 35 reverts to the original text.

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				<ul style="list-style-type: none"> <i>minor changes to assessment arrangements may be made with the approval of the Academic Head, and must be notified to students.</i> 	<p>within the course add/drop period. Students must be advised.</p> <p>The Pro Vice-Chancellor (Education) must review and approve where necessary substantive changes to assessment made after the course add/drop period. Students must be advised.</p> <p>Minor changes to assessment arrangements may be made with the approval of the Academic Head, and must be notified to students.</p> <p>Replace definition with:</p> <p>Substantive changes to assessment means a change to an assessment task type, task weighting or advancing a task deadline.</p>	
Teaching delivery and assessment	Pro Vice-Chancellor (Education)	Special Conditions for Written Tests and Examinations Policy	2.0	<p><i>The University of Auckland will provide appropriate special conditions to students with a permanent or temporary impairment, for written tests sat under exam conditions and examinations. Students are required to apply to the University for special conditions. Applications are made through one of two approved service providers – University Health Services for students with medical impairments or the Learning Disabilities team within Student Learning Services for students with learning impairments.</i></p> <p>...</p>	<p>Replace first paragraph in 2.0 with:</p> <p>The University of Auckland will provide appropriate special conditions to students with a permanent or temporary impairment, for written tests sat under exam conditions and examinations. Students are required to apply to the University for special conditions. Applications are made online and will be reviewed and approved by a staff member with specialist expertise from the</p>	<p>Rationale: To broaden who can provide a recommendation to reduce the burden on health and counselling and to improve the student experience by reducing timelines.</p> <p>Change: Replace first paragraph in 2.0 with:</p> <p><i>The University of Auckland will provide appropriate special conditions to students with a permanent or temporary impairment, for written tests sat under exam conditions and examinations. Students are required to apply to the University for special conditions.</i></p>

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				<i>Application for the approval of on-going special conditions for a permanent impairment must be made to the appropriate service provider no later than the second Friday following the commencement of lectures. Applications for temporary conditions must be made to the appropriate service provider as soon as possible.</i>	<p>appropriate University service provider.</p> <p>Replace fourth paragraph in 2.0 with: Application for the approval of on-going special conditions for a permanent impairment must be made no later than the Friday of Week 6 following the start of teaching in any academic term. Applications for temporary conditions must be made to the appropriate service provider as soon as possible.</p>	<p>Applications are made online and will be reviewed and approved by a staff member with specialist expertise from the appropriate University service provider.</p> <p>Replace fourth paragraph in 2.0 with: <i>Application for the approval of on-going special conditions for a permanent impairment must be made no later than the Friday of Week 6 following the start of teaching in any academic term. Applications for temporary conditions must be made to the appropriate service provider as soon as possible.</i></p>
Teaching delivery	Pro Vice-Chancellor (Education)	Lecture Capture and Release Policy and Procedures	5	<p><i>Lecture capture and release</i></p> <p><i>All teaching in lecture-recording enabled rooms will be captured. By default the audio and visual feed will be captured.</i></p>	<p>Add additional requirement to 5:</p> <p>Students must be advised that automated transcripts provided with a lecture recording or supplementary recording have been generated by machine and therefore are not guaranteed to be accurate.</p>	<p>Rationale: The shift to provide auto-transcription of lectures necessitates that students are advised of the potential for inaccuracy in some transcripts.</p> <p>Change: Add additional requirement to the end of 5: <i>Students must be advised that automated transcripts provided with a lecture recording or supplementary recording have been generated by machine and therefore are not guaranteed to be accurate.</i></p>
			6	<p><i>Recordings for classes in the primary teaching mode (e.g. lecture) will be automatically released to students 72 hours (not including weekends) after the end time of the recording.</i></p>	<p>Replace 6 with:</p> <p>The default setting for automatic lecture recording release will be 24 hrs after the end time of the recording.</p>	<p>Rationale: The shorter time period means recordings are available for students in a timely manner. A longer release period can create potential workload for staff who want to take time to refine recordings/check transcripts. This will be subject to a future wider policy discussion/decision.</p>

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						<p>Change: Replace 6 with:</p> <p><i>The default setting for automatic lecture recording release will be 24 hrs after the end time of the recording.</i></p>
			7	<p><i>Recordings will be made available through Canvas only to the students enrolled in the stream or course for which the recording was made.</i></p>	<p>Replace 7 with:</p> <p>Recordings will be made available through Canvas only to the students enrolled in the course for which the recording was made.</p>	<p>Rationale: To remove redundant text</p> <p>Change: Replace 7 with:</p> <p><i>Recordings will be made available through Canvas only to the students enrolled in the course for which the recording was made.</i></p>
Enrolment	Council	Enrolment and Programme Regulations	46	<p><i>Changes to Current Enrolment</i></p> <p><i>Where special circumstances apply, a student may apply for an exemption from additional fees from the Director, Academic Services (or delegated authority).</i></p>	<p>Add additional authority:</p> <p>New 49:</p> <p>In emergency situations, the Director, Student and Academic Services (or delegated authority) may waive fees for late deletions for a defined period of time and/or for nominated group of students.</p>	<p>Rationale: The change made in 2022 to add a new 49 is not required in 2023 so there is no 49 (as per the original text).</p>
Sub-doctoral Postgraduate Research	Council	General Regulations, Masters Degrees	3 a 3 b	<p><i>Completion of Requirements</i></p> <p><i>3 a Thesis or Research Portfolio Extension of Time</i></p> <p><i>(i) If, in exceptional circumstances beyond the student's control, a thesis or research portfolio has not been able to be completed by the due date specified in Regulation 2, Senate or its representative may, upon consideration of a student's application and the required supporting evidence, approve a limited extension of time, not normally</i></p>	<p>Add additional authority:</p> <p>New 3 a (iii):</p> <p>In emergency situations the Pro Vice-Chancellor (Education) may approve extensions of time beyond those permitted in 3 a (i) for a nominated group of students and may waive part or all of any tuition fees for extension courses related to theses or research portfolios for these students.</p>	<p>Rationale: To create flexibility to allow the PVC (Education) to approve additional extensions in extraordinary circumstances.</p> <p>Change: Add additional authorities as follows:</p> <p>New 3 a (iii):</p> <p><i>In extraordinary circumstances, the Pro Vice-Chancellor (Education) may approve extensions of time beyond those permitted in 3 a (i) for an individual or a nominated group of students and may waive part or all of any tuition fees for extension courses</i></p>

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				<p><i>exceeding eight months, for the work to be completed.</i></p> <p><i>(ii) If an extension is approved, a student will be enrolled in an extension course and pay tuition fees at the rate of 10 points for each two-month period or part thereof. This will only apply when the student's current enrolment period in the thesis or research portfolio has ended.</i></p> <p><i>b Dissertation/Research Essay/Research Project</i></p> <p><i>(i) The specified date for submission of a dissertation or research project that is included in a masters degree is the last day of the final term of enrolment in the dissertation or research project. If, in exceptional circumstances beyond the student's control, the dissertation or research project has not been able to be completed by the last day of the final term of enrolment in the dissertation or research project, Senate or its representative, acting upon the recommendation of the Head of Department, may approve a limited extension of time, not exceeding two months.</i></p> <p><i>(ii) If an extension is approved, a student will be enrolled in an extension course and pay tuition fees at the rate of 10 points for each two-month period or part thereof. This will only apply when the student's current enrolment period in the dissertation or research project has ended.</i></p>	<p>New 3 b (iii):</p> <p>In emergency situations the Pro Vice-Chancellor (Education) may approve extensions of time beyond those permitted in 3 b (i) for a nominated group of students and may waive part or all of any tuition fees for extension courses related to dissertations or research projects for these students.</p>	<p><i>related to theses or research portfolios for these students.</i></p> <p>New 3 b (iii):</p> <p><i>In extraordinary circumstances, the Pro Vice-Chancellor (Education) may approve extensions of time beyond those permitted in 3 b (i) for an individual or a nominated group of students and may waive part or all of any tuition fees for extension courses related to dissertations, research projects or research essays for these students.</i></p>

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		General Regulations, Bachelors Honours Postgraduate Degrees	4 b 5	<p>Completion of Requirements</p> <p><i>4 a A student enrolled for a Bachelors Honours Postgraduate degree must complete all work in taught courses by the last day of the semester in which the course is taught.</i></p> <p><i>b The specified date for submission of a dissertation, research essay, research portfolio, research project or thesis of 30 points or more that is included in a bachelors honours postgraduate degree is the last day of the final term of enrolment in the dissertation, research essay, research portfolio, research project or thesis. If, in exceptional circumstances beyond the student's control, the dissertation, research essay, research portfolio, research project or thesis has not been able to be completed by the last day of the final term, Senate or its representative, acting upon the recommendation of the Head of Department, may approve a limited extension of time, not exceeding two months.</i></p> <p><i>c A student who has failed a course or courses of no more than 40 points may be approved by Senate or its representative to enrol for no more than one further consecutive semester beyond the duration of enrolment specified in Regulation 2 in order to complete the degree.</i></p> <p>Tuition Fees for Extensions of Time</p> <p><i>5 Where an extension of time for the submission of a dissertation, research essay, research portfolio, research project or thesis is</i></p>	<p>Add additional authority:</p> <p>New 4 d: In emergency situations the Pro Vice-Chancellor (Education) may approve extensions of time beyond those permitted in 4 b, for a nominated group of students.</p> <p>New 5 b: In emergency situations the Pro Vice-Chancellor (Education) may waive part or all of any tuition fees for extension courses related to dissertations or research projects for a nominated group of students.</p>	<p>Rationale: To create flexibility to allow the PVC (Education) to approve additional extensions in extraordinary circumstances.</p> <p>Change: Add additional authorities as follows:</p> <p>New 4 d: <i>In extraordinary circumstances, the Pro Vice-Chancellor (Education) may approve extensions of time beyond those permitted in 4 b, for an individual or a nominated group of students.</i></p> <p>New 5 b: <i>In extraordinary circumstances, the Pro Vice-Chancellor (Education) may waive part or all of any tuition fees for extension courses related to dissertations, research projects, research essays, research portfolios or theses for an individual or a nominated group of students.</i></p>

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				<i>approved under Regulation 4b, students will be required to be enrolled and pay tuition fees at the rate of 10 points for each two-month period or part thereof. This will only apply when the student's current enrolment period in the course has ended.</i>		
		General Regulations, Postgraduate Diplomas	3 b	<p>Completion of Requirements</p> <p><i>3 a A student enrolled for a Postgraduate Diploma must complete all work in taught courses by the last day of the semester in which the course is taught.</i></p> <p><i>b (i) The specified date for submission of a dissertation, research essay or research project of 30 points or more that is included in a postgraduate diploma is the last day of the final term of enrolment in the dissertation, research essay or research project.</i></p> <p><i>(ii) If, in exceptional circumstances beyond the student's control, a dissertation or research project has not been able to be completed by the due date specified in Regulation 3b(i), Senate or its representative may, upon consideration of a student's application and the required supporting evidence, approve a limited extension of time, not exceeding six months.</i></p> <p><i>(iii) If an extension is approved, a student will be enrolled in an extension course and pay tuition fees at the rate of 10 points for each two-month period or part thereof. This will only apply when the student's current enrolment period in a dissertation or research project course has ended.</i></p>	<p>Add additional authority:</p> <p>New 3 b (iv):</p> <p>In emergency situations the Pro Vice-Chancellor (Education) may approve extensions of time beyond those permitted in 3 b (ii) and may waive part or all of any tuition fees for extension courses related to dissertations or research projects for these students.</p>	<p>Rationale: To create flexibility to allow the PVC (Education) to approve additional extensions in extraordinary circumstances.</p> <p>Change: Add an additional authority as follows:</p> <p>New 3 b (iv):</p> <p><i>In extraordinary circumstances, the Pro Vice-Chancellor (Education) may approve extensions of time beyond those permitted in 3 b (ii) and may waive part or all of any tuition fees for extension courses related to dissertations, research projects, or research essays for these students.</i></p>

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Quality assurance	Pro Vice-Chancellor (Education)	Enhancement and Evaluation of Courses and Teaching Policy and Procedures	8	<i>All eligible teachers associated with a course are to be evaluated each time a course is offered.</i>	Add additional authority: In emergency circumstances the Provost may waive this requirement.	Rationale: To allow flexibility for unforeseen circumstances. Change: Add the following sentence to the end of item 8: <i>In extraordinary circumstances, the Provost may waive this requirement.</i>

DEFINITIONS

Staff member means an individual employed or contracted by the University on a full or part-time basis. This includes permanent, fixed-term, or casual staff members.

University means Waipapa Taumata Rau | University of Auckland and includes all subsidiaries.

DOCUMENT MANAGEMENT AND CONTROL

Owner: Provost

Content manager: Pro Vice-Chancellor (Education)

Approved by: Council

Date approved:

Review date: Before 31 December 2023.