1. **PRE-NC2012 COURSE ADVICE**

   Members are reminded that students enrolled in pre-NC2012 courses must continue to be referred to the Student Office of the faculty that administers their course and that the rules for existing courses remain valid and must be followed.

   Any variations must be in line with relevant rules and policies. It may not be appropriate for student advisers in faculties other than a student’s “home” faculty to be giving advice to students enrolled in pre-NC2012 courses or to grant permission to vary those rules.

2. **GRANTING EXTENSIONS TO ASSIGNMENTS**

   A member has sought clarification of the rulings for granting extensions to assignments with particular reference to equity between the rulings for Arts and Science students.

   Members are reminded that the University Policy on Special Consideration (UP11/23) provides for variation of assessment deadline (or extensions) to be a form of special consideration.

   During the development of that policy some staff members indicated that there should also be provision for “simple extension”, as a separate process where students could seek an extension by directly contacting the unit coordinator and providing evidence (eg a medical certificate), without the need for a formal application for special consideration.

   Academic Policy Services has been asked to look at the need for a separate policy on extension of deadlines, notwithstanding that there are probably significant differences between faculties which would make an overly prescriptive policy impractical.

   If a policy on extensions was considered desirable, it could include such things as: principles, criteria, the maximum period that could be granted by the unit coordinator (and Head of School?); the need to record requests (applications) and reasons for the decision; and requirement that faculty/schools/unit outlines publish any variation to the policy.

   The aim of such a policy would be to achieve transparency and relative consistency, while taking into account differences that exist across the University.

   To help achieve a better understanding of the current situation in relation to extensions, your advice is sought on the following:

   1. Is there a need for a separate policy on extensions?
   2. Could requests for extensions be dealt with under the special consideration policy?
   3. What is the volume of applications for extensions?
   4. Are requests currently made under the special consideration policy or do students approach unit coordinators direct?
   5. What are the major reasons underpinning requests for extensions?


   For discussion.

3. **UNIVERSITY POLICY ON SPECIAL CONSIDERATION**

   When the University Policy on Special Consideration was approved, it was agreed that its operation be reviewed in March of this year. Members are invited to provide preliminary feedback on how the policy is working, any problems to date or suggestions for improvement.

4. **ADVANCED STANDING IN NEW COURSES**

   A member has raised a question concerning granting of credit for units completed ten or more years ago and how that should be addressed in NC2012. More generally members are asked to consider the matter of how much credit might be given in the NC2012 context to students...
with a previous degree and whether or not, for example, an entire major might be credited as a second major.

Members are reminded of the general principles applying to assessment of applications for credit in the University Policy on Credit Transfer, Advanced Standing and Recognition of Prior Learning, which are as follows:

General principles for assessing applications

3.1 Except in the case of articulation credit, each application for credit transfer is considered on its merits.

3.2 In making determinations on credit transfer applications, the relevant faculty or board consults as appropriate with members of academic staff.

3.3 A credit transfer application is assessed in conjunction with an identified course of study.

3.4 Applications for credit transfer are assessed having regard to

- the content and level of the work for which credit transfer is sought;
- the standard at which work was completed;
- the learning outcomes achieved;
- where appropriate, the currency of knowledge gained;
- the rules of the course towards which the credit is sought; and
- the limits on credit transfer permitted.

3.5 If the basis for credit is previous formal studies, credit is not granted unless the unit or units were completed with a grade equivalent to a grade of pass or higher at the University.

3.6 Assessment of applications must be systematic, evidence-based, transparent, and reliable.

3.7 Every effort must be made to ensure that assessment of applications is consistent and equitable for all applicants.


For discussion.

5. CALCULATOR POLICY

A member has asked that the calculator policy be revisited. In particular the member has asked whether the list of approved models could be pruned and steps taken to prevent proliferation of approved calculators.


For discussion.

6. OTHER BUSINESS

Members will be invited to raise any other items of business.