

Waeture Whakahaere Akoranga Academic Administration Regulations

1. Version

These Regulations came into force on 1 January 2018.

2. Authority

The Tumu Whakarae | Vice-Chancellor holds authority for these Regulations.

3. Colleges

- (a) Amorangi | Pro-Vice-Chancellors and their Colleges are responsible for the stewardship of the qualifications of the University delegated to them. They provide recommendations to Council via Poari Akoranga | Academic Board on issues related to the development, admission, curriculum, assessment, eligibility to graduate, nominations for scholarships and other matters of their management.
- (b) The schedule of qualifications and their delegation to colleges is listed in the Regulations for the Conferment of Qualifications.
- (c) The College Management Team, or Executive, will consist of the College's Amo | Deans (Academic), Heads of Academic Departments or Schools in the College, and those others decided by the Amorangi | Pro-Vice-Chancellor.
- (d) The College's Amo | Deans will be appointed by the Tumu Whakarae | Vice-Chancellor on the recommendation of the Amorangi | Pro-Vice-Chancellor.
- (e) An Amo | Dean will exercise the delegated authority of the Amorangi | Pro-Vice-Chancellor for operational management of those qualifications listed in the regulations.
- (f) Colleges will hold regular meetings for all members of the college to provide advice on the development and stewardship of their delegated qualifications.
- (g) The business of the College Meeting will be conducted according to Standing Orders approved by the Amorangi | Pro-Vice-Chancellor.
- (h) College meetings considering academic matters affecting more than one college will invite appropriate representation from other colleges.
- (i) The Amorangi | Pro-Vice-Chancellor will form Boards of Studies and other committees of the College to provide advice to them and the College as the Amorangi | Pro-Vice-Chancellor sees fit.
- (j) In respect of the Faculty of Law within the Rāngai Umanga me te Ture | College of Business and Law, there will be an Amo Ture | Dean of Law and references to "Amo | Dean" in (c) and (d) above will be references to that Amo Ture | Dean of Law and the reference to Board of Studies in (i) above will refer to the Faculty of Law.

4. Delegations

- (a) The Tumu Tuarua Akoranga | Deputy Vice-Chancellor Academic carries overall management responsibility for the academic regulations and quality assurance of qualifications.
- (b) Functions or powers specified in the academic regulations of the University may be delegated, if the Kaunihera | University Council has approved the delegation, to other individual members of staff and subject to:
 - i. the delegation being approved by the named responsible Officer in the regulations; and
 - ii. the delegation being recorded in the University Delegations Schedule and communicated in writing by the responsible Officer; and
 - iii. the delegation may be subject to any general or special directions.
- (c) Individuals holding delegations may perform those functions or exercise those powers in the same manner and with the same effect as if they had been conferred on them directly by the regulations.
- (d) A delegation is revocable at will, notified in writing by the responsible Officer and, until it is revoked, continues in force according to its tenor, notwithstanding that the persons by whom it was made may have ceased to hold office, and continues to have effect as if made by the successor in office of that person.

5. Hardship

- (a) Where the Tumu Tuarua Akoranga | Deputy Vice-Chancellor Academic is satisfied that the application of the regulations has or will cause more than minor hardship to a student, the Tumu Tuarua Akoranga | Deputy Vice-Chancellor Academic may provide as they see fit to relieve or avoid such hardship.
- (b) For the purposes of this Regulation, circumstances where more than minor hardship may arise for a student include:
 - i. a member of the University staff misinterpreting a regulation; or
 - ii. a regulation being changed that alters either a student's intended programme of study or the assessment requirements of a course or qualification.