

WESTERN SYDNEY UNIVERSITY



COVID-19 POLICY RESPONSE 2021 Policy Suspension or Variation Instrument

Section 1 - Purpose and Context

- 1) This instrument is made under clause 16 of the Delegations of Authority Policy that enables suspension or variation of University policies where this is reasonably necessary to respond appropriately to an emergency or an urgent circumstance.
- 2) The Approving Authority has deemed that suspension or variation to a Policy or Policies, as detailed below, is reasonably necessary to respond appropriately to the current COVID-19 virus pandemic.

Section 2 – Details of suspension or variation

3) Policy/policies affected:

- a. Assessment Policy
- b. Enrolment Policy and Student Fees Policy
- c. Graduation Policy
- d. Progression and Unsatisfactory Academic Progress Policy
- e. Special Consideration Policy
- f. Doctorate Policy (as per Section 4 – Addendum)

4) Details of changes or suspension:

All recommended changes will apply to HY2 2021: Quarter Three, Spring Term, Research R2, 1H, SCC Quarter Three, SCC Session Two.

a. Assessment Policy

Clause (34) and (35) that relate to graded and ungraded assessment and how this will be outlined in the learning guides.

These clauses will be temporarily suspended. Students assessments will continue to be graded. However, after they have received their final unit results they may choose to have a final passing grade converted to a non-graded pass (S) which would not count towards the cumulative grade point average for the course.

For medicine students currently in year 4 of their program, as this unit is taught over 18 months, they will have the opportunity to have a non-graded pass (S) for their result in H2 session 2021.

Students will also be able to withdraw from units without academic penalty at any stage during the teaching session. If a student fails a unit, the fail grade will not be recorded. Instead, a withdrawal will be recorded on the academic transcript and this will not count towards the student's grade point average.

The conversion of Fail grades to Withdrawn Without Academic Penalty (WWAP) is only for students who are in their first attempt of a unit. If the student has already had one or more attempts of a unit they are not eligible to have a Fail grade converted to WWAP automatically. If they have extenuating circumstances, the student can apply for WWAP through the usual process.

b. Enrolment Policy

Students can withdraw without academic penalty (but with financial liability) up until the end of the teaching session. This is a variation to clause **(52)** of the *Enrolment Policy*.

Students can apply for W grade with abridged documentation, which includes a statement of intent. The need for certified documentation will be waived. Students are advised that they may be audited and should keep original copies of the relevant documentation for at least 12 months. This is a variation to clause **(126)** of the *Enrolment Policy*, and to clause **(113)** of the *Student Fees Policy*.

Clause (14b). *Commencing students are enrolled on completion of all of the following: 14b. acceptance of the offer of admission and fulfilment of any conditions attached to the offer; relates to the change of provision of certified document conditions upon enrolment for International students. Students with conditions stipulating certified documents will be permitted to enrol on the condition they submit certified documents prior to census date;*

c. Graduation Policy

Clause (14) The cumulative GPA will be calculated over the duration of a student's enrolment in a course. Please refer to the above information against the Assessment Policy changes.

d. Progression and Unsatisfactory Academic Progress Policy

Exclusion rules have been amended to ensure no student is excluded for poor academic performance during this time period, including students who receive a Fail Non Submission (FNS) or Practicum Fail (PF). Instead of exclusion, students will be placed on conditional enrolment only, and referred to the Western Success program. This is a variation to clauses **(27)**, **(29)** and **(37)** of the Progression and Unsatisfactory Academic Progress Policy.

Students who are identified for exclusion for poor performance will continue to be referred to the Western Success program. In addition, their details will be provided to the relevant Director of Academic Program (DAP). If they cannot be contacted by Western Success or the DAP, the exclusion will be applied to their record. These students will be eligible to Appeal an exclusion decision.

e. Special Consideration Policy

Documentation needed - documentation does not need to be certified and statement of impact by the student can be included as evidence. This is a variation of clauses **(25)** – **(32)** of the *Special Consideration Policy*.

Commencement Date:

Seeking an extension of current Senate Executive Committee approved instruments that have expired.

End Date:

Note: End date must but no longer than 6 months from Commencement Date, but this instrument may be extended or renewed for a further period of up to 6 months.

Name of Approval Authority	Senate Executive Committee
Date of Signature	27 July 2021
Date of Publication	29 July 2021
End Date	27 January 2022

Section 3 – Addendum: Progression and Unsatisfactory Academic Progress Policy

5) Amendment to Clause (30) in the **Progression and Unsatisfactory Academic Progress Policy** to include placement units.

The Progression and Unsatisfactory Academic Progress Policy has been amended to ensure that students enrolled within placement units are supported during this time period but also demonstrate necessary performance and capacity to ensure fitness to practice. Following the GPA neutral scheme, the conversion of a Fail grade to Withdrawal Without Academic Penalty (WWAP) in the student’s first attempt at the placement unit is applied.

In alignment with clause (30), placement units will be capped at three attempts, including the WWAP. Therefore, students who fail a placement unit, including the application of the GPA neutral scheme, on three separate occasions, will fall under the 27 July approved variation to the Progression and Unsatisfactory Academic Progress Policy.

Name of Approval Authority	Academic Senate Executive Committee
Date of Approval of Addendum	27 July 2021 (ratified at Academic Senate 2021/04 on 13 August 2021)
Commencement Date	27 July 2021
End Date	27 January 2022

Section 4 – Addendum: Doctorate Policy

6) Amendment to clause (39) in the **Doctorate Policy**.

Clause (39) of the **Doctorate Policy** has been temporarily amended to extend the maximum period of one session without additional fees to two sessions during R1 2021. Commencing July 2021 and ending December 2021.

Name of Approval Authority	Academic Senate Executive Committee
Date of Approval of Addendum	20 September 2021
Commencement Date	20 September 2021
End Date	20 April 2022
Date of Publication	15 October 2021