REGULATIONS OF THE UNIVERSITY OF BIRMINGHAM

SECTION 1 - DEFINITIONS AND INTERPRETATION

Executive Brief

Gives definitions for the terms used in these Regulations, and states how these Regulations should be interpreted.

Section 1. Definitions and Interpretation

Definitions

"Academic Misconduct" means Plagiarism (when judged serious by the Principal Academic Unit, as specified in the Code of Practice on Plagiarism or by a College Misconduct Committee or College Fitness to Practise Committee), actions which constitute an examination irregularity (as described in Regulation 7.2.3 (d) and the Code of Centrally Co-ordinated Examinations) or other actions or conduct by a student, or students, in exams, assessed work, or other work required for academic progress, which intentionally or otherwise gives or has the potential to give a student an unfair advantage or benefit, whether successful or not.

"Assessment Protocols" means the protocols that govern the procedures for assessment of Undergraduate and Postgraduate taught awards.

"Auditor" means Auditor or firm of Auditors of the University Accounts.

"Award" means a degree, diploma, certificate or other similar formal mark of recognition of successful completion of a programme of study.

"Birmingham Foundation Academy" means the academic unit within the University that oversees delivery of the first year (year zero) of the Birmingham Foundation Academy programmes

"Board of Examiners" means the body, comprising internal examiners (appointed by the Principal Academic Unit) and External Examiners (appointed by the Senate on the recommendation of the Principal Academic Unit), which determines results (marks, degree classifications) and makes recommendations to the University Progress Board about decisions on student progress.

"Chancellor", "Pro-Chancellor", "Deputy Pro-Chancellor", "Treasurer", "Vice-Chancellor and Principal", "Vice-Principal" and "Pro-Vice-Chancellor" mean respectively Chancellor, Pro-Chancellor, Deputy Pro-Chancellor, Treasurer, Vice-Chancellor and Principal, Vice-Principal and Pro-Vice-Chancellor of the University.

"College" means a College of the University.

"College Assembly" means the body within each College comprising all members of University Staff who work fully or partly within the College and the student representatives nominated to that body.

"College Board" means the board of a College.

"College Fitness to Practise Committee" means a committee constituted according to the Code of Practice on Procedures for Misconduct and Fitness to Practise Committees.

"College Misconduct Committee" means a committee constituted according to the Code of Practice on Procedures for Misconduct and Fitness to Practise Committees.

"Community Service" means a specified task or tasks undertaken for the benefit or

enhancement of University property or student life.

"Court" means the Court of the University.

"Council" means the Council of the University.

“Directors of Research and Knowledge Transfer; Directors of Education” mean respectively the Director of Research and Knowledge Transfer and the Director of Education appointed within each College.

“Dual Award/Joint Award” means an award deriving from a collaborative arrangement under which two or more awarding institutions together provide a programme leading to separate awards of both, or all, of them (dual award) or to a single award made jointly by both, or all, participants (joint award).

“Emeritus Professor” means a Professor of the University on whom the title of Emeritus Professor has been conferred on or after his or her retirement.

“Externally Registered Student” means any student who does not require, or is not entitled to, instruction in the University but who has been granted an opportunity for assessment later in the academic session or in a subsequent academic session. They shall be entitled to access only such academic and other resources and facilities as the University shall from time to time determine.

"good cause", when used in reference to dismissal or removal from office or membership of the University or membership of the Guild of Graduates and Alumni Association means:

(a) conviction for an offence which may be deemed by the Council to be such as to render the person convicted unfit for the execution of the duties of the office, employment or membership; or

(b) conduct of an immoral, scandalous or disgraceful nature incompatible with the duties of the office, employment or membership; or

(c) conduct constituting failure or persistent refusal or neglect or inability to perform the duties or comply with the conditions of office whether such failure results from physical or mental incapacity or otherwise.

“Fitness to Practise” means a standard of behaviour required of Registered Students, students on a Leave of Absence, External Resit Students, students with Thesis Awaited Status and Graduands following a programme of study, successful completion of which gives a direct or partial licence to practice, commensurate to the professional standards and ethics of the relevant professional body. A student registered for such a programme of study shall adhere to the appropriate Fitness to Practise procedures and breaches of these procedures may be referred to a College Fitness to Practise Committee, which may result in a student being withdrawn from their programme of study or the University.

“Friend” means a member of the academic staff of the University or a registered student of the University or a Sabbatical Officer of the Guild of Students.

“Graduand” means a Student who has been officially notified that they have met the requirements for award of a Degree, Diploma or Certificate of the University

but who has not yet had that Award conferred upon them.

"Graduate" means a person upon whom a Degree, Diploma or Certificate of the University has been conferred.

“Guild of Graduates and Alumni Association” means an organised association of Graduates of the University.

“Guild of Students” means the students’ union of the University of Birmingham within the meaning of the Education Act 1994.

"Head of College" means the head of a College.

“Head of Principal Academic Unit”, for Birmingham Foundation Academy programmes, means the Director of the Birmingham Foundation Academy.

"Lay Member" means any person appointed or elected to a University committee or board who is neither a Registered Student nor a member of Staff of the University. Where a person was previously a Registered Student or member of Staff of the University, they must have ceased to be so for at least 36 months.

“Lay Officer” means a lay member of the Council under Class IV of Section 8 of the Statutes who holds office as Pro-Chancellor, Deputy Pro-Chancellor or Treasurer of the University.

“Leave of Absence” means a recognised and authorised break from studies approved in accordance with the Code of Practice on Leave of Absence Procedures

“Member of the University” means a member of the University as defined in the Statutes.

“Office” means a particular role or responsibility in or on behalf of the University specified as such in a letter of appointment and which, in the case of staff of the University, is normally in addition to their substantive post and “Officer” means the individual undertaking that role or responsibility.

"Ordinances" means Ordinances made pursuant to the Statutes.

“Ordinary Resolution” means a resolution passed at one meeting of the Council by a simple majority of those present and voting.

“Postgraduate Registered Student” means any person currently registered for the receipt of instruction on a postgraduate programme in the University.

“President of the Guild of Students” means the sabbatical officer duly elected as President of the Guild of Students.

“Principal Academic Unit” means one of the Principal Academic Units within a College as defined in the Ordinances and where appropriate shall include the Birmingham Foundation Academy.

“Programme Requirements” means the rules regarding the modules and

assessments necessary for successful completion of a degree programme.

“Programme Specification” means a concise statement about the intended learning outcomes for a particular programme, information about the teaching, learning and assessment methods used to enable the learning outcomes to be achieved and demonstrated, which shows how the modules and unit of study which make up a programme relate to levels of achievement recognised in the qualifications frameworks.

“Progress and Awards Board of Senate” means the body to which Senate has devolved formal responsibility for considering and approving the recommendations for progression and degree classification for individual students provided by Principal Academic Units.

“Recognised Lecturer” means an individual not employed by the University approved by the Senate as a Recognised Lecturer.

"Registered Student" means any person currently registered for the receipt of instruction in the University.

"Registrar and Secretary" means Registrar and Secretary of the University. Where references are made in Statutes, Ordinances and Regulations to “the Registrar and Secretary”, if there are two individuals fulfilling these roles, the Vice-Chancellor shall allocate the functions as he or she deems fit from time to time. The functions of the "Registrar and Secretary" may be carried out by a person to whom the Registrar and Secretary delegates them.

“Registration” means the process by which an applicant is recorded as a Registered Student of the University and which entitles a person to receive instruction for that University Session.

“Sabbatical Officer” means the President, and the Vice-Presidents of the Guild of Students and such other officers of the Guild of Students as may be approved by the Senate and Council.

“School” means one of the Schools within a College.

"Senate" means the Senate of the University.

“Special Resolution” means a resolution of the Council passed and confirmed in accordance with the Statutes.

“Staff” means all persons employed in the service of the University.

> “Academic Staff” means those employed on the University’s conditions of employment for Academic Teaching Staff, or Research and Analogous Staff, or Academic Information Services Staff.
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> "Teaching Staff" means such of the Academic Staff who currently hold an appointment as Professor, Associate Professor, Reader, Senior Lecturer or Lecturer in the University or such other appointment as the Council may from time to time determine by Ordinance.

“Research Staff" means such of the Academic Staff who currently hold an appointment governed by the Conditions of Employment for Research and Analogous Staff of the University.

“Academic Information Services Staff" means such of the Academic Staff who currently hold an appointment governed by the Conditions of Employment for Academic Information Services Staff of the University.

"Statutes" means the Statutes of the University.

“Undergraduate Programmes” shall include the programmes of the Birmingham Foundation Academy unless otherwise indicated.

"University" means the University of Birmingham.

“Thesis Awaited Status” means the status of a Registered Student during the period between:

- the decision of Senate or delegated authority on the recommendation of the Head of Principal Academic Unit that a Postgraduate Registered Student has completed his or her primary research activities; and
- the conclusion of the examination of the person’s thesis
  during which period the Registered Student shall be entitled to access only such academic and other resources and facilities as the University shall from time to time determine.

“University Executive Board” means the executive board of the University.

“University Legislation” means the Charter, Statutes, Ordinances, Regulations and Codes of Practice of the University.

“University Misconduct Committee” means a committee constituted according to the Code of Practice on Procedures for Misconduct and Fitness to Practise Committees.

“University Research Institute” means an inter-College structure established by the University Executive Board to facilitate research.

“University Session” means the period of learning, teaching and assessment specified by the Council and as defined in Regulation 5.2.2(b) during three terms in each year to be called respectively the autumn, spring and summer terms, commencing with the autumn term.

“Vice-President (Education and Access) of the Guild of Students” means the duly elected Vice-President (Education and Access) of the Guild of Students or such other Vice-President nominated by the Guild of Students.

Interpretation

These Regulations shall be interpreted in such a manner as not to conflict with the Charter or Statutes.

The Interpretation Act 1978 shall apply for the interpretation of the University

Legislation as it applies for the interpretation of an Act of Parliament. Words importing the singular shall include the plural and vice versa.

Words importing the masculine shall include the feminine and vice versa.

The Charter, Statutes, Ordinances, Regulations and all Codes of Practice of the University shall apply to all members of the University, as defined in the Statutes.