

# Policy on Awarding of University Medals

## Central Principles

1. The only medals awarded at UNE graduation ceremonies will be University Medals and the Edgar H Booth Memorial Medal.
2. Normally, University Medals will only be available for award to students graduating with Bachelors (Honours) degrees (3 + 1 program pattern) or Bachelors degrees with Honours (4 year programs). However, a pathway will be established to permit a Faculty to seek to extend consideration for a University Medal to another award through a submission to the Teaching and Learning Committee of Academic Board for approval.
3. University Medals will be awarded on the basis of highest academic achievement and excellence within a specific graduating class within each Faculty. Specific graduating class refers to that group of graduands from a specific Faculty to be awarded their degrees in a specific graduation ceremony.
4. EHPS Faculty Medals will no longer be awarded once students enrolled under pre-2003 rules (where Faculty Medals are an expectation) have graduated. Until that time, Faculty Medals will still be a possibility for deserving students in such programs, and may be awarded at a special EHPS Faculty ceremony rather than at the UNE graduation ceremony.
5. The Academic Board will monitor annual patterns and numbers of University Medals across Faculties.

## Policy

1. University Medals may be awarded at each graduation ceremony to those candidates completing degrees specified in Clause 2 who, in the view of the members of their Faculty, have attained the most outstanding level of academic achievement.
2. University Medals may be awarded by a Faculty for achievements in the following types of undergraduate degree programs:
  - 2.1. Bachelor's Honours degrees (3 years of study plus an Honours year)
  - 2.2. Bachelor's degrees with Honours (4 years of study)
  - 2.3. Other awards for which a Faculty has obtained approval from the Teaching and Learning Committee of Academic Board. Each Faculty will be responsible for nominating, to the Teaching and Learning Committee of Academic Board, the degrees they wish to be considered appropriate for awarding of University medals.
3. Each Faculty will codify a set of procedures for how University Medal awardees shall be identified for one or more of the degree categories identified in Clause 2 and will forward their procedures, and subsequently any changes to their procedures, to the Teaching and Learning Committee of Academic Board for approval. The basic principle underlying these procedures shall be identifying students who have achieved academic excellence at the highest level within a Faculty's graduating class. The procedures must also state the minimum standards that the Faculty will apply to identify University Medal recipients.
4. Each Faculty will determine, using their approved procedures as set out in Clause 3, which students from within the Faculty are to be awarded University Medals. After this determination, the following steps will be taken:

- 4.1. The Examinations Officer will be advised of the recipients from each Faculty and ensure that the award is noted on each recipient's academic transcript.
  - 4.2. The Faculty will then inform the recipient(s) of their award and a copy of this notification will be sent to the Graduation Officer.
  - 4.3. Each Faculty Assistant Registrar will notify Academic Board, for information only, of their University Medal recipients for a specific graduation ceremony.
  - 4.4. Following notification of Academic Board, the Secretary to Academic Board will include this notification in the Academic Board report to the next meeting of UNE Council.
5. University Medals will be awarded at the relevant Graduation ceremony.
  6. The Teaching and Learning Committee of Academic Board will review annual patterns and numbers of University Medals awarded across Faculties, and report this information to Academic Board. The purpose of the review will be to ensure that the procedures set out in Clause 3 are appropriate. In general, it is expected that the number of University Medals awarded will average not more than three per Faculty per year, although the review process will take into account factors such as different sizes of graduating cohorts.

Approved: Academic Board, 20 May 2002.