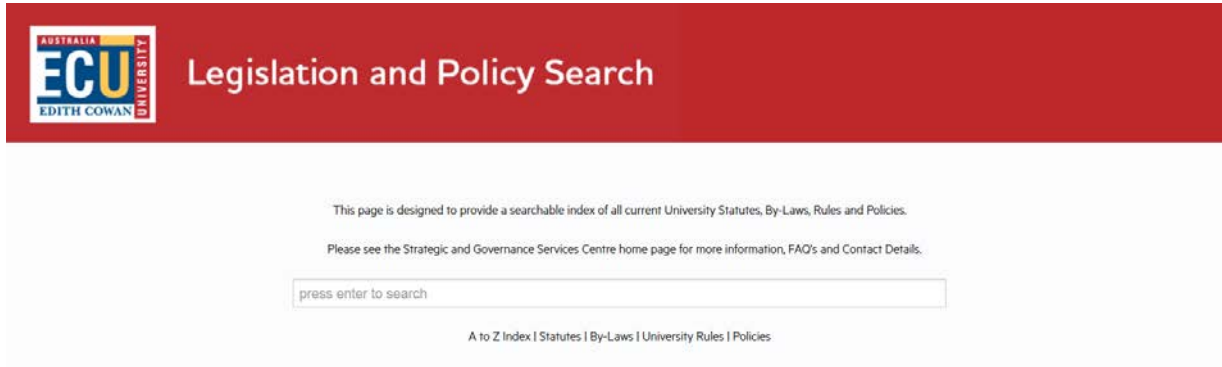


LEGISLATION AND POLICY DIRECTORY USER GUIDE

The new search page is a more contemporary, streamlined and user-friendly tool which now encompasses all University legislation including statutes, rules, by-laws and policies.



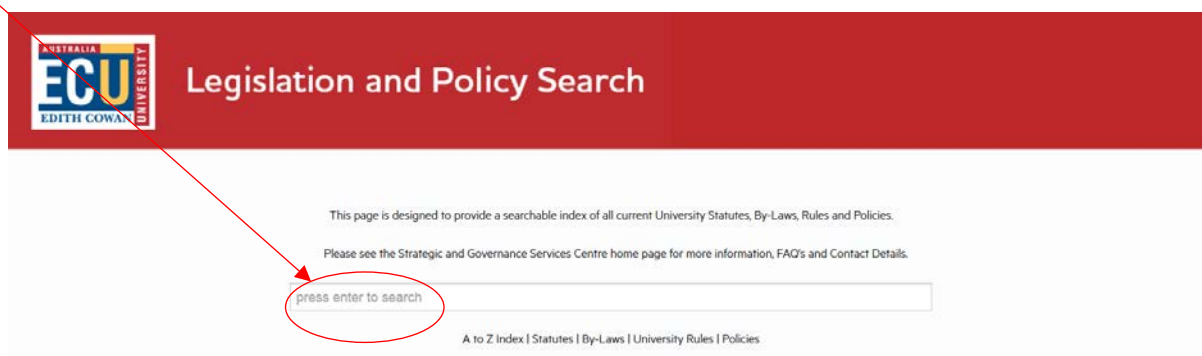
This directory search will provide you with a list of all University legislation and policies which are relevant to your requested search.

The screenshot shows the search results table. The table has five columns: Title, Code, Type, Owner, and Description. The results are as follows:

Title	Code	Type	Owner	Description
Academic Board Rules	UR001	University Rule	ECU Council	These Rules are made pursuant to Statute No. 24 Academic Board.
Academic Leadership Roles	PL164	Policy	Director Human Resource Services Centre	To define the Academic Leadership roles at ECU and outline the key principles by which these roles are appointed, remunerated and managed.
Academic Misconduct Rules (Students)	UR002	University Rule	ECU Council	These Rules are made under Statute No. 22 Student Conduct.
Academic Prizes	PL001	Policy	Deputy Vice-Chancellor (Academic)	To provide a framework to guide and assist the University in the establishment and administration of academic prizes with the accompanying Academic Prizes Procedure and the Application for a New or Replacement Academic Prize.
Academic Regalia Rules	UR003	University Rule	ECU Council	These Rules may be cited as the Academic Regalia Rules and are made pursuant to Statute 26 Conferral and Presentation of Awards of the University.
Academic Staff Performance Expectations and Outcomes Framework	PL238	Policy	Deputy Vice-Chancellor (Academic)	The ECU Academic Staff Performance Expectations and Outcomes Framework (The Framework) is designed to provide Academic staff with clarity on performance expectations in the core areas of academic work at ECU: - Learning and Teaching; - Research and Creativity; and - Academic Leadership and Service.

How to steps:

The Legislation and Policy Search functions best through Internet Explorer or Chrome. Click into the search box and type your search word or words then press enter.



You will receive a page with the results of your search. The results page will include columns with the following information for each legislation and or policy:

- Title
- Code
- Type
- Owner
- Description

If your search yields no results you will receive the following message *“There were no results that matched your search criteria. Please try again.”*



Click on “Back to search” to try again.

If your search doesn't yield the results you want and you would like to search again you can also click on the “Legislation and Policy Search” title which will bring you back to the search box.

Search Tips

The search function searches the following fields of information:

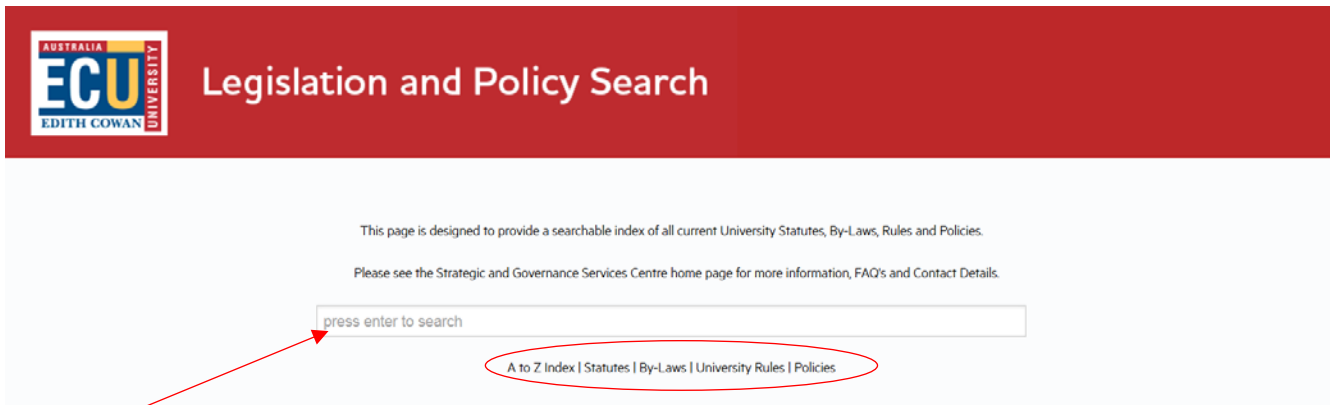
- Legislation and Policy Titles
- Intent /& Description

The search function does **NOT** search the following fields of information:

- Policy/Legislation Owner
- Entire Document Content
- Codes
- Keywords
- Categories
- File Number

Avoid using special characters and symbols in your search entry.

Ways of searching



1. Use the search box
The search box will search all legislation and policy based on keyword/s you enter.
2. Use the A – Z Index list
The A – Z Index list is a full list of all legislation and policy in alphabetical order based on the legislation or policies title.
3. Use the Statutes list
A complete list of the University Statutes in alphabetical order.
4. Use the By-Laws list
A complete list of the University By-Laws in alphabetical order.
5. Use the University Rules list
A complete list of the University Rules in alphabetical order.
6. Use the Policies list
A complete list of the University Policies in alphabetical order.

The aim of this new Directory search is to provide users with a simple and easy searching experience of ECU's legislation and policies. This Directory is fully supported by the Information and Technology Services Centre and it is envisaged that further enhancement of this search tool will be made in the future.

CONTACT INFORMATION

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