

**THE UNIVERSITY OF WAIKATO
TE WHARE WĀNANGA O WAIKATO**

ACADEMIC BOARD

Minutes of the meeting held on 14 March 2023 (Part 1)

Present: Professor N Quigley (Chair), Dr A Alvarez-Jimenez, Dr K Barbour, Professor M Barbour, Associate Professor T Bowell, Associate Dr A Brennan, Ms J Champion, Ms K Clarkson, Professor E Collins, Associate Professor T Daya-Winterbotton, Associate Professor S Dillon, Dr T Edwards, Dr D Forbes, Associate Professor W Fox-Turnbull, Professor M Garry, Dr K Hébert-Losier, Dr K Hemi, Professor A Hinze, Professor G Holmes, Ms S Jackson, Professor B James, Ms M Jordan-Tong, Associate Professor T Keegan, Dr J Kingsbury, Professor D Klinger, Associate Professor J Lane, Professor P Leman, Professor R Longhurst, Associate Professor M Low, Dr F McCormack, Associate Professor J Mullarney, Professor M Parsons, Dr S Peel, Professor K Perszyk, Associate Professor K Petrie, Professor N Starkey, Dr A Stewart, Professor A Strutt, Mr P Te Whau, Ms L Thebe, and Dr S Tiakiwai.

In attendance: Mr B McGibbon

Secretariat: Mr T O'Brien, Ms A Beardsmore

23.01 APOLOGIES

Received

Apologies for absence from Ms R Barker, Professor M Berryman, Ms M Blake, Mr M Bolger, Professor J Bowen, Professor K Bryan, Professor B Cowie, Professor M Duke, Professor M Harcourt, Professor A Jones, Ms S McLean, Ms G Millar, Professor S Morrison, Professor S Peters, Professor F Scrimgeour, and Ms T Stone.

23.02 CONFIRMATION OF THE MINUTES OF THE MEETING (PART 1) HELD ON 7 DECEMBER 2022

Confirmed

The minutes of the meeting (Part 1) held on 7 December 2022, as set out in document 23/64a.

23.03 REPORT OF THE VICE-CHANCELLOR (PART 1)

Received

The report of the Vice-Chancellor (Part 1), as set out in document 23/65.

23.04 REPORT FROM STUDENT MEMBERS

Noted in discussion

Orientation

1. That it was positive to see students on campus again for orientation week activities; the challenge now was to ensure students keep coming to campus and engaging in their learning.
2. That it was suggested that it might be helpful to have student ambassadors available on the first day of the trimester to assist students with wayfinding on campus.

Class representation

3. That class representative training was underway and would be extended to ensure that any newly appointed reps could attend. Overall, class rep numbers across the University were looking good. The only concerning area was the Division of Arts, Law, Psychology and Social Sciences (DALPSS), particularly Te Piringa Faculty of Law.

Marae graduation

4. That concerns had been raised by students about the absence of a marae graduation ceremony in April. This matter was being worked through with senior leadership and a positive conclusion was anticipated.
5. That there were several issues that needed to be considered by the University in relation to how a separate graduation might run once The Pā had been completed. One of these was ensuring compliance with Health and Safety obligations.

23.05 REPORTS OF COUNCIL

Received

1. The reports of the 6 December 2022 and 28 February 2023 meetings of Council, as set out in documents 23/66 and 23/67.
2. An oral report from the elected staff member to Council.

Noted in discussion

1. That two of the key issues currently being considered by Council were student numbers and their consequential impact on finances, and Health and Safety at a governance level.
2. That the University was short on student accommodation and, therefore, despite the current financial challenges, any opportunities to develop student accommodation facilities were always explored. In addition, consideration was being given to the implications of the return of old NIWA facility, once NIWA have relocated to their new building.

23.06 REPORT OF THE EDUCATION COMMITTEE

Received

The report of the Education Committee meeting held on 28 February 2023, as set out in document 23/68.

Noted in discussion

Flexi Review

1. That the terms of reference for the Flexi Review had been revised and circulated. Students and staff would be invited to participate in two surveys about different aspects of the Flexi Review over the next few months.

ChatGPT

2. That a series of events would be run in relation to the use of ChatGPT/Artificial Intelligence; the first of these would be based on assessment strategies. This would be supplemented by Te Puna Ako working with Schools individually to consider how this technology could be incorporated into their programmes.

Other

3. That the Education Committee report should be amended to reflect the correct title for Dr Rahat Hasan.
4. That all the international Guaranteed Credit Agreements (GCA) noted in the report had now been approved.

23.07 REPORT OF THE RESEARCH COMMITTEE

Received

The report of the Research Committee meeting held on 1 February 2023, as set out in document 23/69.

23.08 REPORTS OF THE DIVISIONAL BOARDS

Received

The reports of the Divisional Board meetings held on 23 – 27 January 2023, as set out in documents 23/70 - 23/73.

Noted in discussion

That, in relation to a comment in the Division of Health, Engineering, Computing and Science Board report, it had been possible to include a statement about ChatGPT and plagiarism in the A Trimester paper outlines.

23.09 REPORT OF THE MĀORI ACADEMIC BOARD OF STUDIES

Received

The report of the Māori Academic Board of Studies meeting held on 8 February 2023, as set out in document 23/74.

23.10 REPORT OF THE PACIFIC STRATEGIC COMMITTEE

Received

The report of the Pacific Strategic Committee meeting held on 9 February 2023, as set out in document 23/75.

23.11 ACADEMIC DEVELOPMENTS – ROUND ONE 2023

Received

The List of Proposals and Reviewers for Round One 2023, as set out in document 22/383 (revised 1 March 2023).

23.12 CATEGORY C PROPOSALS

Received

The list of Category C proposals signalled to date for 2023, as set out in attached document 23/16 (revised 1 March 2023).

Resolved

To approve the seven Category C proposals signalled to date for 2023, as set out in documents 23/17b-c and 23/17e-i.

23.13 AMENDMENT TO THE PACIFIC STRATEGIC COMMITTEE TERMS OF REFERENCE

Reported

1. That, following the creation of new Pacific roles as well as changes to Pacific Staff forums, the Pacific Strategic Committee's Terms of Reference and Membership required updating.
2. That the addition of Tauranga representation, a specified quorum, and other editorial changes were also proposed.
3. That the amended Terms of Reference and Membership were recommended by the Pacific Strategic Committee in February 2023.

Resolved

To approve the amendments to the Pacific Strategic Committee Terms of Reference and Membership, as set out in document 23/29.

23.14 GRADUATING YEAR REVIEWS

Reported

1. That the Education Committee approved the following GYRs which were completed in 2022 and were reported to CUAP on 1 March 2023:
 - a. Civil Engineering as a subject for the BE(Hons)
 - b. Environmental Engineering as a subject for the BE(Hons)
 - c. Master of Security and Crime Science
 - d. Bachelor of Business and Bachelor of Business (Honours)
 - e. 'Ecology and Biodiversity' and 'Molecular and Cellular Biology' major and minor for the BSc and BSc(Tech) and subjects for the BSc(Hons), MSc, and MSc(Research)
 - f. Master of Science and Technology (180 point option)
 - g. Diploma in Law
 - h. Master of Engineering Practice
 - i. Environmental Sciences as a subject to the MSc, MSc(Tech) and MSc(Research)
 - j. Diploma in Te Tohu Paetahi

2. That CUAP had agreed to resume the pre-Covid GYR process and, therefore, the 2023 GYRs would need to be submitted to CUAP for review.
3. That a list of GYRs due from 2022 – 2026, a copy of the GYR timeline, handbook and other relevant information was available on the [Academic Office webpage](#).

Received

The list of GYRs due in 2023, as set out in document 23/01.

23.15 ANNUAL REPORT

Received

The 2021 Animal Ethics Committee Annual Report, as set out in document 23/76.

23.16 INTERNATIONAL ACADEMIC AGREEMENTS

Reported

1. That, in December 2002, the Chair of the Education Committee executively approved the following GCAs between:
 - a. National Economics University, Vietnam and the Division of Management (DMGT).
 - b. Yanshan University, China and DMGT.
 - c. HELP University, Malaysia and the Division of Arts, Law, Psychology & Social Science (DALPSS) and the Division of Health, Engineering, Computing & Science.
2. That, in February 2023, the Education Committee approved the following GCAs between:
 - d. University of Kelaniya, Sri Lanka and DMGT.
 - e. INTI International University, Malaysia and DMGT.
 - f. Khon Kaen University, Thailand and DMGT.
 - g. INTI International University, Malaysia and DALPSS, subject to consideration of feedback.
3. That copies of these agreements would be available on the [International Partnerships Database](#).

23.17 DATE OF NEXT MEETING

Reported

That the next meeting of the Academic Board would be held on Wednesday 26 April 2023 at 2.10pm.

AGENDA PART TWO – CONFIDENTIAL

Resolved

That the public be excluded from this meeting to allow consideration of the following items:

1. Minutes (Part 2) of the Academic Board meeting of 7 December 2022
2. Report of the Vice-Chancellor (Part 2)

The interests protected under the Local Government Information and Meetings Act 1987 and/or the Official Information Act 1982 which would be prejudiced by the public conduct of these proceedings were:

Item 1 affected material previously dealt with in a meeting from which the public was excluded.

Item 2 affected the disclosure or use of official information for improper gain or advantage and to protect the commercial interests of the University.

Tim O'Brien
Alison Beardsmore
Academic Office