

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

ACADEMIC BOARD

Minutes of the meeting held on 27 September 2022 (Part 1)

Present: Professor N Quigley (Chair), Professor M Barbour, Professor B Barton, Ms M Blake, Associate Professor T Howell, Associate Professor J Bowen, Professor C Breen, Professor K Bryan, Ms J Champion, Ms A Chaytor, Associate Professor M Cheng, Professor E Collins, Professor B Cowie, Professor B Curtis, Associate Professor T Daya-Winterbottom, Associate Professor S Dillon, Professor M Duke, Dr K Edmonds, Associate Professor S Ellis, Dr T Edwards, Dr K Hemi, Associate Professor A Hinze, Professor G Holmes, Associate Professor M Houlihan, Professor B Jackson, Professor B James, Associate Professor T Keegan, Professor D Klinger, Professor T Kukutai, Associate Professor J Lane, Professor P Leman, Professor R Longhurst, Professor K Pavlovich, Associate Professor K Perzyk, Professor B Pfahringer, Professor K Pickering, Associate Professor M Prinsep, Professor A Roy, Professor F Scrimgeour, Ms M Stapleton, Mr P Te Whau, Ms L Thebe, Dr S Tiakiwai, Professor M Walmsley and Professor I White.

In attendance: Mrs R Alexander, Ms I Leeming, Mr B McGibbon

Secretariat: Mr T O'Brien, Ms S Berry

22.55 APOLOGIES

Received

Apologies for absence from Dr P Barrett, Mr M Bolger, Dr K Hébert-Losier, Professor A Jones, Mr R Hamiora, Ms M Jordan-Tong, Mr Z Liu, Professor M Manley-Harris, Professor A Mohsin, Associate Professor S Morrison, Dr S Peel, Associate Professor S Peters, Associate Professor K Petrie, Professor G Schott, Professor M Thrupp.

22.56 CONFIRMATION OF THE MINUTES OF THE MEETING (PART 1) HELD ON 26 JULY 2022

Confirmed

The minutes of the meeting (Part 1), held on 26 July 2022, as set out in document 22/402a.

22.57 MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 26 JULY 2022 (PART 1) AND NOT OTHERWISE INCLUDED IN THIS AGENDA

Noted in discussion

That on 23 August the Deputy Vice-Chancellor Academic met with the President of the Waikato Student's Union, Director of Student Services, and Student Engagement

Manager to progress work on a Student Partnership Framework. That work was underway and would be presented to the Board at a future meeting.

22.58 REPORT OF THE VICE-CHANCELLOR

Received

The report of the Vice-Chancellor, as set out in document 22/403.

22.59 REPORT FROM STUDENT MEMBERS

Noted in discussion

1. That the Waikato Student Union (WSU) had been working with Te Mata Kairangi School of Graduate Research on a PhD student buddy programme.
2. That appreciation was expressed to the Deputy Vice-Chancellor Māori for assistance with celebrating Te Wiki o te Reo Māori.
3. That the Student Advisory Council had met. Key concerns discussed were related to the student services levy, health and safety, and differences in learning experiences between those in papers online and face-to-face.
4. That the WSU had held a well-received tenancy workshop for students moving into rental properties.
5. That WSU elections were currently underway.
6. That the upcoming WSU Annual General Meeting would consider proposals to add postgraduate and international student representatives as directors, and establish an independent governance committee to advise the WSU Board.

22.60 REPORT OF COUNCIL

Received

The report of the 9 August 2022 meeting of Council, as set out in document 22/404.

Noted in discussion

That approval of Te Rautaki Māori was a notable milestone for the University.

22.61 REPORT OF THE RESEARCH COMMITTEE

Received

The report of the Research Committee meeting held on 24 August 2022, as set out in document 22/405.

Noted in discussion

That Dr Rosanne Ellis had been appointed as the new Director of Innovation and Impact. This new position signalled a shift in focus for WaikatoLink away from the commercialisation of intellectual property developed at the University, and towards identifying potential research partners.

22.62 REPORT OF THE EDUCATION COMMITTEE

Received

The report of the Education Committee meeting held on 8 September 2022, as set out in document 22/406.

Noted in discussion

1. That the Deputy Vice-Chancellor Academic, as well as the Deputy Vice-Chancellor Māori, Assistant Vice-Chancellor Pacific, and Pro Vice-Chancellor Teaching and Learning, had attended a two day symposium on learner success. This was attended by representatives from across the sector and demonstrated the dedicated focus on this area.
2. That the Ako Aotearoa report, *Weaving the mat*, was now available online. Members were encouraged to look at it, and in particular the 14 videos of students speaking about their experiences at the University of Waikato.
3. That FLEXI learning had been discussed at the Education Committee. The intention was to carefully review our approach to balancing the benefits of online and on-campus learning. All universities were currently facing this challenge. The review would include both qualitative and quantitative elements, and further communications would be sent out shortly.

22.63 REPORT OF THE PACIFIC STRATEGIC COMMITTEE

Received

The report of the Pacific Strategic Committee meeting held on 22 August 2022, as set out in document 22/407.

22.64 REPORTS OF THE DIVISIONAL BOARDS

Received

The reports of the Divisional Board meetings held 1 – 5 August 2022, as set out in documents 22/408-22/411.

22.65 MASTER'S AND HONOURS REVIEW REPORT

Reported

1. That, in 2021, a review of the University's Honours and Master's programmes was initiated. The self-review process and workshops were subsequently conducted and a review report has been drafted.
2. That the Master's and Honours Review Report was circulated to all staff for feedback via the Staff Update on 3 June 2022, and has been considered by the Divisional Boards, the Māori Academic Board of Studies, the Pacific Strategic Committee, Curriculum Committee and Education Committee in August and September 2022.

Noted in discussion

1. That feedback had been collated from other committees and would inform plans for implementation.
2. That some recommendations could be addressed within existing processes or projects. Those that required additional resources may be difficult in the current financial environment.

22.66 ACADEMIC DEVELOPMENTS ROUND ONE 2022

Reported

1. That the proposal to change the name of the endorsement under the Postgraduate Certificate in Counselling from 'Counselling Supervision' to 'Professional Supervision' had been approved by NZVCC CUAP:
2. That the details of the proposal were available on the [Academic Office website](#).

22.67 ACADEMIC DEVELOPMENTS ROUND TWO 2022

Reported

That the Academic Developments submitted by the University of Waikato, and other universities, to NZVCC CUAP for consideration in Round Two 2022 were available on the [Academic Office website](#).

22.68 CATEGORY C AND WORK-INTEGRATED LEARNING PROPOSALS

Received

The list of Category C proposals signalled to date, as set out in document 22/36 (revised 19 September 2022).

Noted in discussion

That there was some feedback on the new paper templates associated with proposal 22.334q that still required attention. The proposal could be approved on the understanding that those matters would be addressed.

Resolved

1. To approve the 14 Category C proposals, as set out in documents 22/334a-c, 22/334e, 22/334h-q.
2. To approve the Work-Integrated Learning regulation amendments, as set out in document 22/353a.

22.69 DEGREES, DIPLOMAS AND CERTIFICATES STATUTE

Reported

That the Degrees, Diplomas and Certificates Statute was updated annually to take account of new qualifications that had been approved by CUAP.

Recommended

That Council approve the Degrees, Diplomas and Certificates Statute 2022, as set out in document 22/401.

22.70 2023 KEY COMMITTEE DATES

Reported

That the 2023 Key Committee Dates were recommended by the Divisional Boards, the Pacific Strategic Committee, Curriculum Committee, Research Committee and Education Committee in August and September 2022.

Resolved

To approve the 2023 Key Committee Dates, as set out in document 22/324.

22.71 2024 TEACHING AND ASSESSMENT DATES

Reported

That 2024 Teaching and Assessment dates were recommended by the Divisional Boards, the Pacific Strategic Committee, Curriculum Committee and Education Committee in August and September 2022. They had been amended following feedback from the Curriculum Committee and Education Committee.

Resolved

To approve the Teaching and Assessment dates for 2024, as set out in document 22/326.

22.72 STUDENT DISCIPLINE COMMITTEE NOMINATIONS

Reported

1. That clause 2 of the constitution of the Student Discipline Committee provided for two people to be appointed by the Chairperson of the Student Discipline Committee from a panel of twelve staff nominated by the Academic Board for terms of up to three years such that the terms of the members provide for continuity.
2. That the term of Dr Kim Hébert-Loiser expired on 30 September 2022, and Professor Taciano Milfont had resigned his membership on the committee.

Resolved

To nominate Dr Rebecca Sargisson and Dr Huw O'Connor to the Student Discipline Committee, as set out in document 22/412.

22.73 DISESTABLISHMENT OF THE ENGINEERING BOARD OF STUDIES

Reported

That the proposal to disestablish the Engineering Board of Studies was recommended by the Division of Health, Engineering, Computing and Science in August 2022.

Recommended

That Council approve the amendments to the terms of reference of the School of Engineering Board of Studies, the Divisional Board and the Academic Board, as set out in document 22/328.

22.74 AMENDMENT TO THE CONSTITUTION OF THE DIVISION OF EDUCATION BOARD

Reported

1. That at the Academic Board meeting on 26 July 2022 the Board approved the Division of Education's recommendation to add the President of the Waikato University Teaching Association (WUTA) as an ex officio member of the Education Divisional Board.
2. That following further discussions, it had been determined that obtaining student voice on the Divisional Board could be achieved in an alternative manner.
3. That, at their meeting on 4 August 2022, the Division of Education agreed that the President of WUTA should be removed as an ex officio member of the Division of Education Board.

Noted in discussion

1. That the intention was always to support student voice. This could be better achieved through inviting the President of WUTA to attend Divisional Board meetings. That approach would support the important work on a Student Partnership Framework to achieve consistency across the University.
2. That it was positive to know that WUTA wanted to connect with University processes and represent its student body.
3. That divisional student representatives could benefit from having the scope of their role further defined; these discussions signalled a potential opportunity for those representatives to connect with relevant clubs and act as a bridge into the University committee processes.

Resolved

To approve the amendment to the constitution of the Division of Education Board to remove the President of WUTA as an ex officio member of the Divisional Board.

22.75 DOMESTIC GUARANTEED CREDIT AGREEMENTS

Reported

1. That the following Guaranteed Credit Agreements (GCA) had been renewed for 2023:
 - a. EIT - NZ Diploma in Environmental Management L5
 - b. EIT - NZ Diploma in Environmental Management L6
 - c. Toi Ohomai - NZ Diploma in Environmental Management L6
 - d. Wintec - NZ Diploma in Engineering
 - e. Toi Ohomai - NZ Diploma in Engineering
 - f. ICL Graduate Business School - NZ Diploma in Business (L5)
 - g. Toi Ohomai - NZ Diploma in Sport, Recreation & Exercise (L5 & L6).
 - h. NZ Institute of Sport (NZIS) - Diploma in Sport, Recreation & Performance (L5)
 - i. NZIS - NZ Diploma in Sports Management or Human Performance Management (L6).
2. That copies of all GCAs were available via the following link: [Domestic Partnerships Database](#).

22.76 INTERNATIONAL GUARANTEED CREDIT AGREEMENTS

Reported

1. That the Education Committee approved a GCA between DHECS and Sunway University, Malaysia.
2. That a copy of the GCA was available via the following link: [International Partnerships Database](#).

22.77 DATE OF NEXT MEETING

Reported

That the next meeting of the Academic Board would be held on Wednesday 7 December 2022 at 9.10am in M.1.42 and via Zoom.

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 26 July 2022
2. Matters arising from the minutes (Part 2) of the Academic Board meeting of 26 July 2022

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:

Items 27 and 28 affected material previously dealt with in a meeting from which the public was excluded.

Tim O'Brien
Sarah-Mae Berry
Academic Office