

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

ACADEMIC BOARD

Minutes of the meeting held on 29 September 2021 (Part 1)

Present: Professor N Quigley (Chair), Professor M Berryman, Ms M Blake, Mr M Bolger, Associate Professor T Howell, Dr J Bowen, Professor C Breen, Ms K Campbell-Kamariera, Ms J Champion, Associate Professor M Cheng, Professor B Curtis, Dr C Curtis, Associate Professor S Dillon, Professor M Dyer, Mr J Govers, Dr K Hébert-Losier, Dr K Hemi, Associate Professor A Hinze, Professor G Holmes, Professor B Jackson, Professor B James, Ms A Jolliffe-Simpson, Professor A Jones, Ms M Jordan-Tong, Associate Professor T Keegan, Professor D Klinger, Professor T Kukutai, Professor P Leman, Mr Z Liu, Ms M Lolaki, Professor R Longhurst, Professor M Manley-Harris, Associate Professor A Mohsin, Associate Professor S Morrison, Mr M Oladejo, Dr S Peel, Associate Professor K Perszyk, Associate Professor S Peters, Professor B Pfahringer, Ms A Ranginui-Charlton, Professor V Reid, Professor A Rose, Professor A Roy, Mr T M Rurehe, Associate Professor G Schott, Professor F Scrimgeour, Ms M Singh, Professor S Strasser, Professor J Swan, Ms L Thebe, Professor M Thrupp, Dr S Tiakiwai, Professor M Walmsley, Professor I White.

In attendance: Ms A Beardsmore

Secretariat: Mr T O'Brien

21.61 APOLOGIES

Received

Apologies for absence from Professor M Barbour, Dr P Barrett, Professor B Barton, Ms T Brown, Professor E Collins, Professor B Cowie, Dr K Edmonds, Associate Professor S Ellis, Ms K Fisher, Associate Professor M Houlahan, Associate Professor G Khan, Associate Professor K Petrie, Professor K Pickering, Associate Professor M Prinsep, and Dr J Waiti.

21.62 CONFIRMATION OF THE MINUTES OF THE MEETING (PART 1) HELD ON 28 JULY 2021

Confirmed

The minutes of the meeting (Part 1) held on 28 July 2021, as set out in document 21/400a.

21.63 REPORT OF THE VICE-CHANCELLOR (PART 1)

Received

The report of the Vice-Chancellor (Part 1), as set out in document 21/401a.

21.64 REPORT FROM STUDENT MEMBERS

Noted in discussion

1. That the Waikato Students' Union had recently held their Annual General meeting and were now in the process of running their 2022 board elections.
2. That divisions were encouraged to begin the process of electing their 2022 student representatives for Academic Board and Divisional Boards.
3. That the Student Services survey had been conducted. The results of this would be shared in the near future and would include feedback on the 2022 student services levy adjustment.

21.65 REPORT OF COUNCIL

Received

The report of the 17 August 2021 meeting of Council, as set out in document 21/402.

21.66 REPORT OF THE RESEARCH COMMITTEE

Received

The report of the Research Committee meeting held on 1 September 2021, as set out in document 21/403.

Noted in discussion

That the Ministry of Business, Innovation and Employment's "Future Pathways" Green paper referenced in the report was still not available.

21.67 REPORT OF THE EDUCATION COMMITTEE

Received

The report of the Education Committee meeting held on 8 September 2021, as set out in document 21/404.

21.68 REPORT OF THE MĀORI ACADEMIC BOARD OF STUDIES

Received

The report of the Māori Academic Board of Studies meeting held on 11 August 2021, as set out in document 21/405.

21.69 REPORTS OF THE DIVISIONAL BOARDS

Received

The reports of the Divisional Board meetings held 2 – 6 August 2021, as set out in documents 21/406-21/409.

21.70 UNIVERSITY OF WAIKATO STRATEGY 2022 – 2024

Reported

1. That the draft University of Waikato Strategy 2022-2024 had been considered by the Boards of Studies, Divisional Boards, the Māori Academic Board of Studies, Curriculum Committee, Academic Quality Committee, Research Committee, and Education Committee in July and August 2021.
2. That the draft plan had also been circulated to all staff via the staff portal, students via the Waikato Students' Union, all staff unions, and the University of Waikato College.
3. That the draft plan had been revised accordingly.

Noted in discussion

1. That thanks were expressed to everyone who had engaged in the consultation process and provided valuable feedback on the draft Strategy.
2. That it was good to see a review of flexible learning practices had been included in the Strategy. Feedback from students indicated they valued the availability of flexible learning options, however, both students and staff had concerns about flexible assessment practices.
3. That, although challenging for both staff and students, we had responded well in the latest lockdown utilising these flexible practices. That thanks were expressed to everyone who had played a part in this.

Recommended

That Council adopt the University of Waikato Strategy 2022-2024, as set out in document 21/309 (revised 21 September 2021).

21.74 PRINCIPLES OF ASSESSMENT

Reported

1. That the Principles of Assessment had been considered by the Boards of Studies, Divisional Boards, the Māori Academic Board of Studies, Curriculum Committee, Academic Quality Committee, and Education Committee between June and September 2021.
2. That the Principles of Assessment had been revised accordingly.

Noted in discussion

1. That gratitude had been expressed for the feedback that had been provided on the Principles.
2. That there would be additional phases of work required after the Principles had been agreed, and the timeline for this work was the first half of 2022. This work would address some of the feedback that had been provided by the Divisional Boards. Further, that there were already activities happening to support staff with enhancing their assessment practices.
3. That it was important to address the areas identified in the Principles. However, for some disciplines this might be quite challenging and not an easy switch. It would be important that these changes be made over time.

Resolved

To approve the Principles of Assessment, as set out in Appendix 1 of document 21/274 (revised 16 September 2021).

21.75 PACIFIC STRATEGIC COMMITTEE TERMS OF REFERENCE**Reported**

1. That the approved Pacific Strategic Plan 2021-2025 outlined the establishment of a Pacific Strategic Committee.
2. That the aim of this committee was to help facilitate the operationalisation of the Plan, and provide a formalised place for consideration of a Pacific perspective within the University's decision making processes.
3. That draft terms of reference for the Pacific Strategic Committee had been considered by the Pacific Advisory Group.

Noted in discussion

That it was likely that Pacific staff leadership roles would be established as part of the implementation of the Pacific Strategic Plan. These roles would be important for gathering and sharing information about all the Pacific-related research and activities that were being undertaken.

Resolved

To approve the Pacific Strategic Committee terms of reference and constitution, as set out in document 21/346.

21.76 ACADEMIC DEVELOPMENTS ROUND ONE 2021**Reported**

1. That the following Round One 2021 Academic Development proposals that were put forward by the University of Waikato had been approved by NZVCC CUAP:
 - a. Introduction of a Certificate in Professional Engineering Practice
 - b. Introduction of a major and minor in Crime Science
 - c. Introduction of a minor in Forensic Psychology
 - d. Introduction of a Bachelor of Climate Change
 - e. Update the English language entry requirements for the Master of Teaching and Learning
2. That the Master of Nursing Practice had been signed off by all universities and, as expected, is currently continuing along the approval journey with the Nursing Council prior to NZVCC CUAP approval being granted. Notification of the approval status of this programme would be confirmed once it had been received.
3. That the full list and details of our proposals were available on the [Academic Office website](#).

21.77 ACADEMIC DEVELOPMENTS ROUND TWO 2021

Reported

That the Academic Developments submitted by the University of Waikato and other universities to NZVCC CUAP for consideration in Round Two 2021 were available on the [Academic Office website](#).

21.78 CATEGORY C AND DELETION PROPOSALS

Reported

That the Education Committee recommended that the Academic Board approve the:

1. Category C proposals, as set out in documents 21/355c, e, f, i and j.
2. Category C proposals, as set out in documents 21/355a, d, g, h and k, subject to comments being addressed.
3. Deletion proposals, as set out in documents 21/356a and b.

Received

The list of proposals that had been signalled out of session, as set out in document 20/535 (revised 16 September 2021).

Noted in discussion

21/355h – Bachelor of Social Work changes to prescriptions

1. That there was still some work to be completed on this proposal to ensure that SOCWK103 met the criteria for Disciplinary Foundation papers.

21/355k – Revisions to the requirements for the International Languages and Cultures major

2. That concerns had previously been raised about how students would move through competency levels if the language 132 coded papers were removed as proposed. To address this, there had been agreement that, where required, new paper templates would be developed in the 2023 prescription round so that learning objectives could be reviewed.

Resolved

1. To approve the 10 Category C proposals signalled out of session, as set out in documents 21/355a, c- k.
2. To approve the two Deletion proposals, as set out in documents 21/356a - b.

21.79 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 2021, as set out in document 21/394.

21.80 SCHEDULE OF LIMITATIONS ON ENROLMENTS

Reported

1. That the schedule of programmes and papers for which enrolments were to be limited were published in the Calendar in association with the Limitations Statute.
2. That document 21/208 listed papers for which limitations on enrolments had been proposed for 2022 and includes 2021 enrolment figures as at 9 July 2021.
3. That the Schedule of Limitations on Enrolments had been considered by the Divisional Boards, the Māori Academic Board of Studies and the Curriculum Committee in August 2021, and the Education Committee in September 2021.

Resolved

To approve the Schedule of Limitations on Enrolments for 2022, as set out in document 21/208.

21.81 2022 KEY COMMITTEE DATES

Reported

That the 2022 Key Committee Dates were considered by the Divisional Boards, the Māori Academic Board of Studies, Curriculum Committee, Research Committee and Education Committee in August and September 2021.

Resolved

To approve the 2022 Key Committee Dates, as set out in document 21/310.

21.82 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 terms of two panel members had expired or were due to expire.

Resolved

To approve the nomination of two staff members to the Student Discipline Committee panel, as set out in document 21/410.

21.83 ACADEMIC BOARD TERMS OF REFERENCE

Reported

1. That in 2020 a review of the Honours Committee procedures was undertaken. As a result, in December 2020, Council resolved to remove the requirement for the Academic Board to consider recommendations from the Honours Committee with respect to the award of the degree of Honorary Doctor, the Distinguished Alumni Award and the University of Waikato Medal.
2. That these nominations would be noted in the Vice-Chancellor's Part 2 Report.

3. That the Academic Board would still be asked to consider recommendations on Honorary Fellowships and Emeritus Professorships.
4. That the terms of reference of the Academic Board had been amended accordingly.

Received

The revised terms of reference of the Academic Board, as set out in document 21/411.

21.84 ANNUAL REPORTS

Reported

That the 2020 Annual Report of the Student Discipline Committee had been considered by the Education Committee at its meeting on 8 September 2021.

Received

1. The 2020 Annual Report of the Student Discipline Committee, as set out in document 21/393.
2. The 2020 Annual Report of the Animal Ethics Committee, as set out in document 21/412.

21.85 DOMESTIC GUARANTEED CREDIT AGREEMENTS

Reported

1. That the following Guaranteed Credit Agreements (GCA) had been renewed for a further term with no changes to the agreement:
 - a. EIT NZ Diploma in Environmental Management L5 – 2022
 - b. EIT NZ Diploma in Environmental Management L6 – 2022
 - c. Toi Ohomai NZ Diploma in Environmental Management L6 - 2022
2. That the Education Committee had approved the following amended GCA:
 - a. Toi Ohomai for the NZ Diploma in Business (L5) – 2022
 - b. Toi Ohomai NZ Diploma in Engineering - 2022
 - c. Wintec NZ Diploma in Engineering - 2022
3. That copies of all GCAs were available via the following link: [Domestic Partnerships Database](#).

21.86 INTERNATIONAL GUARANTEED CREDIT AGREEMENTS

Reported

1. That the Education Committee had approved the following GCA with the Division of Management:
 - a. Sunway College Victoria University Malaysia.
 - b. Van Lang Private University Vietnam.
 - c. Xi'an Jiaotong Suzhou Academy People's Republic of China (XJTU- Suzhou).
 - d. Sichuan International Studies University People's Republic of China (SISU-Sichuan).
 - e. Approval of the letter of amendment to the GCA between Central University of Finance and Economics People's Republic of China (CEP).

2. That copies of all GCAs were available via the following link: [International Partnerships Database](#).

21.87 GOOD PRACTICE ASSESSMENT OF ONLINE TEACHING IN UNIVERSITIES IN AOTEAROA DURING COVID-19

Reported

That the Academic Quality Agency (AQA) had prepared a [report](#), compiled from the 'Good Practice Assessment' reports provided by each of the eight universities, which contributes to the collective record of universities' responses to the pandemic.

21.88 DATE OF NEXT MEETING

Reported

That the next meeting of the Academic Board would be held on Wednesday 8 December 2021 at 2.10pm in the Council Room.

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 28 July 2021
2. Report of the Vice-Chancellor (Part 2)
3. Honorary Award

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
Item 3 affected the privacy of natural persons.

Tim O'Brien
Alison Beardsmore
Academic Office