



minutes

Academic Board

Tuesday 3 July 2018 at 9.00am

Building 115-1007

MEMA POĀRI TAE Ā–TINANA/BOARD MEMBERS IN ATTENDANCE

Debra Robertson-Welsh (Acting Chair)	Mark McNeill	Simon Tries
Verity Jade	Vanessa Byrnes	Nick Sheppard
Teorongonui Josie Keelan	Josephine Kinsella	Marcus Williams
Moirā Fraser	Chris King	

HUNGA MAHI/IN ATTENDANCE

Steve Marshall Kay Bramley
Hung Ngo (Principal Scheduler Operations, Timetabling Office)

1. KARAKIA

2. NGĀ WHAKAPĀHA/APOLOGIES

Moved: Debra Robertson-Welsh
Seconded: Verity Jade

That Academic Board notes the apologies for the meeting.

Daniel Fuemana	Danni-elle Lindsay	Merran Davis
Matalena O'Mara	Simon Nash	Falaniko Tominiko
Murray Bain	Craig Hilton	

MOTION CARRIED

3. PITOPITO KŌRERO O NGĀ HUI/MINUTES OF PREVIOUS MEETING

Moved: Debra Robertson-Welsh
Seconded: Josephine Kinsella

That Academic Board approves the Minutes of the meeting of 5 June, 2018.

MOTION CARRIED

4. MAHIA ATU/MATTERS ARISING

4.1 International Students Code of Practice

The General Manager International advised the Board that it is imperative that Unitec staff know the *Education (Pastoral Care of International Students) Code of Practice 2016* to ensure that Unitec, as a provider to international students, meets the requirements set by Immigration New Zealand and the New Zealand Qualifications Authority (NZQA). She suggested that presentations to relevant Unitec staff was a good way for this information to be disseminated effectively, the Board agreed and the following motion was put.

Moved: Chris King
Seconded: Mark McNeill

That Academic Board approves that the International Office facilitates presentation of the Code of Practice for International students to relevant Unitec staff to ensure that Unitec, as a provider to international students, meets the requirements set by Immigration New Zealand and the New Zealand Qualifications Authority.

MOTION CARRIED

During discussion, it was agreed that the General Manager International work with the Network Deans regarding the facilitation of the Code of Practice for International students' presentations and that she provide a follow up report advising the Board about the outcomes from these presentations to staff.

Action: General Manager International and Network Deans

4.2 Agenda Item 6.1: Item 6.3: Item 4.4: Item 7(ii) Assessment and Feedback Policy

- (a) The Dean, Bridgepoint advised that he had communicated implementation dates to relevant staff in his network about the change to the turnaround for provision of feedback to students following assessment completion from three weeks to ten working days. The Acting Chair noted that there had been confusion about the wording used in the change to the turnaround timeframe for the provision of feedback to students following assessment completion where it was not clear whether the term 'feedback' included only feedback or both feedback and grades. After discussion, it was agreed that the wording in the Assessment and Feedback Policy be changed to include grades and the following motion was put.

Moved: Nick Sheppard
Seconded: Josephine Kinsella

That the Academic Board approves the following change to the Assessment and Feedback Policy:

- 1. Change from 3 weeks' turnaround to 10 working days' turnaround for provision of feedback and grades to students following assessment completion.***

MOTION CARRIED

The Programme Development Partner will ensure that the Assessment and Feedback Policy is updated accordingly.

Action: Programme Development Partner

It was agreed that the Chief Executive include this clarification in her weekly update to staff to reinforce the message that the new shorter turnaround timeframe for provision of feedback and grades to students following assessment completion needs to be adhered to.

Action: Chief Executive

- (b) Members agreed that no further discussion by the Academic Target Operating Model project (ATOM 1), the Quality Alignment Board (QAB) and Network Deans about the shortened timeline for provision of feedback to students following assessment completion was required as discussion at the meeting was robust enough to make a decision.

4.3 Agenda Item 6.3: Item 6.9: Item 19: Ētahi Kaupapa Anō/ General Business

- (i) The International Business Support Manager advised that they were still waiting for feedback from Immigration New Zealand (INZ) about its recent audit visit to Unitec and the International Office would circulate information on immigration issues once that feedback had been received. She said a full response was delayed due to a heavy workload at INZ, however, INZ did advise that the audit showed that Unitec had made good improvements in dealing with and providing solutions to issues which was very positive.

The Chair requested that a paper come back to the Board once feedback was received from INZ and staff.

Action: General Manager International

The communication around the new guidelines for the Code of Practice for International students is addressed under Agenda Item 4.1 of this agenda.

4.4 Agenda Item 6.6: Update from International Office

(i) This item was not discussed at the meeting and the General Manager International will circulate information about a number of proposed changes in documents from Education New Zealand and Immigration New Zealand around visas and work rights to staff for feedback and will provide an update to the Board accordingly at the next meeting.

Action: General Manager International

(ii) This item was not discussed at the meeting and the General Manager International will provide an update around the issue at the next Board meeting about mismatched visa labels in the system where the Postgraduate Certificate of Proficiency (Peoplesoft Student Administration System Academic Program code PGCOP) had been used for undergraduate Certificate of Proficiency students thus causing the mismatch with the visa labels.

Action: General Manager International

4.5 Agenda Item 10: Proposed Terms of Reference and Membership for the Quality Alignment Board and the Unitec Ako Ahimura Learning and Teaching Committee

(i) This item was not discussed at the meeting and the Dean, Health & Community and Environmental & Animal Sciences will bring back the work plans back to the Board at the next meeting.

Action: Dean, Health & Community and Environmental & Animal Sciences

4.6 Agenda Item 12: Consistency Reviews at Unitec

This item was not discussed at the meeting and the Manager, Te Korowai Kahurangi will give a progress report to the Board about the process around the collection of evidence that Unitec needs to demonstrate that its graduates consistently meet their qualification outcomes at the next meeting.

Action: Manager, Te Korowai Kahurangi

4.7 Agenda Item 13: Academic Dashboard

This item was not discussed at the meeting and the QAB Chair will update the Board at the next meeting of the outcomes from discussion at QAB about the manner in which Unitec calculates its retention and course completion to ensure it aligns with the Tertiary Education Commission's (TEC) methodology.

Action: Quality Alignment Board Chair

5. ACADEMIC QUALITY AND EXTERNAL EVALUATION AND REVIEW 2018

The Acting Chair gave an update about the recently completed Internal Evaluation Review (IER) noting that although the IER exercise identified areas of excellence, it also highlighted areas of weakness around data (particularly in Programme Evaluation Plans (PEPs) and qualification completions) and gathering evidence of self-evaluation, so a lot of work is needed to maintain Unitec's Category 2 status. She said a full report will be sent out to each area and to the Category 1 Rōpu to respond to in due course and she will bring a paper to the Board at the next meeting.

Action: Dean, Health & Community and Environmental & Animal Sciences

During discussion, the following points were raised:

- Real concern that many areas do not have adequate administrative support to achieve what is required.
- Great concern that a large number of staff are not aware of the gravity of Unitec's situation so more communication is needed urgently to motivate staff. The mechanism to address this issue could be through the Semester 1 PEP process, course reports and subsequent face-to-face workshops (perhaps via the new Programme

Actions and Quality Committees (PAQCs)) plus endorsement from the QAB so all teachers are involved.

- The IER was good because it has identified Unitec's current position so remedial work can be done on the weak areas and the areas of excellence can be used as exemplars.
- Clarity about what each NZQA Category means is required so staff have a realistic overview and understanding of the risks Unitec is currently facing and what they need to do to help mitigate them.
- Areas that are performing poorly need to be identified urgently and provided with relevant information (templates/instructions/deadlines) so they can achieve the improvements required. Unitec's five internal evaluators and the Business Intelligence (BI) tool can also be accessed to assist staff.
- Not enough work was done in the preparation for the IER around priority areas and Māori staff should not be relied upon to do all reporting because this is the responsibility of all staff.
- A suggestion to report progress with addressing the issues raised by the IER at the upcoming EER mid-year check-in on 17 July was made.
- A staff retention plan should be explored to support staff in key roles to address the potential high flight risk due to the recent financial restrictions put in place, and to promote staff engagement.
- Reiteration that one of the main issues is that we have evidence but we are not collating or analysing it effectively and it is critical that the evidence provided is robust and consistent.

After discussion, it was agreed that the staff retention issue was critical and should be addressed urgently and that the Deans take the issue to the Acting Chief Executive.

Action: Deans

6. ACADEMIC BOARD: NGĀ HĒ ME TO ĀPITI WHAI ARA PŪRONGO/ OVERSIGHT, REPORTING AND TRACKING AND ACADEMIC QUALITY COMPLIANCE RISK REGISTER

(i) Risks and Issues Register

The Manager, Te Korowai Kahurangi asked Board members whether the current iteration of the Risks and Issues Register was useful. During discussion, a number of variations to what should be included in such a report were raised and it was agreed that issues be reported as actions and the Academic Board Risk Register should tie into the institutional wide risk register maintained by the Risk and Audit Office to ensure that any major risks were not missed.

Further feedback suggested that all committees maintain a risk register to enable risks to be delegated to the relevant area and to identify what level of the institution should best deal with each risk. It was suggested that the academic risks on the institutional risk register be brought to the Board to provide oversight of current risks and the Manager, Te Korowai Kahurangi agreed to compile this report and to also review the format and content of the Academic Board Risk Register with input from the Acting Chair. The General Manager Student Experience advised that existing templates could be utilised and volunteered to assist if required.

Action: Manager, Te Korowai Kahurangi and Dean, Health & Community and Environmental & Animal Sciences
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(ii) Programme Development Report

The Manager, Te Korowai Kahurangi advised that the Heads of Practice Pathways (HOPPs) were to confirm whether transition plans had been put in place for expiring programmes. He noted that the lack of progress with some current programme developments was due to a lack of responsiveness internally leading to delays in applying for external approval and an increase in poor outcomes from external

evaluations. The proposed Academic Approvals Committee was designed to address this.

(iii) Monitoring of Degrees at Unitec

The Programme Development Partner advised that we now have a full degree monitoring schedule which is being progressed accordingly and feedback will be provided to the Board in due course.

Action: Programme Development Partner

(iv) Moderation Audit Project Report

The Manager, Te Korowai Kahurangi advised that there was nothing current to report and the Board will be provided with an update when the full audit of post-moderation activity that will commence following the end of Semester 1 is completed.

Action: Manager, Te Korowai Kahurangi

HE RITENGA ME NGĀ PĀRONGO/PROCEDURAL PAPERS

7. WHAKAWHIWHINGA I NGĀ TOHU MĀTAURANGA/ AWARD OF QUALIFICATIONS

Moved: Nick Sheppard
Seconded: Teorongonui Josie Keelan

That the Academic Board confers or awards qualifications to the students as listed at the following Unitec H: Drive location: <H:\4. Non-Academic Services\Business and Marketing\Graduation Office\Reference Lists\Lists for Academic Board\2018\2018-07-03 ABMtg 03 Jul 2018>

MOTION CARRIED

8. ACADEMIC CALENDAR FOR 2020

- 1) That Academic Board approves the 2020 Academic Calendar with the last day of each semester being a Sunday.***
- 2) That the Academic board approves a change to the 2019 Academic Calendar to make the last day of each semester a Sunday.***

MOTION WITHDRAWN

The Acting Chair welcomed Hung Ngo (Principal Scheduler Operations, Timetabling Office) who was in attendance to speak to this paper. He advised that academic calendars were created approximately two years in advance to open enrolment so the International Office can process offers of place to international students so they can apply for visas. These academic calendars are required by the institution to accommodate our centralised enrolment system.

He noted that the proposal to change the 'end of week' day from Friday to Sunday was because some courses end on a Sunday and StudyLink funding ends on the Friday prior so students in these courses miss out on two days funding. The calendar aligns with school holidays so students with dependent children do not have the burden of arranging child care for the school holiday period, however, this alignment meant that teaching terms within a semester can vary considerably, for example, for Semester 2 2020, the first term is ten weeks long and the second term is much shorter at six weeks.

After discussion, it was agreed that wider discussion about the length of semesters and implications for StudyLink was needed before the calendar could be approved so the motion was withdrawn. The Operations Manager, Timetabling was tasked to lead the wider consultation required and arrange for a paper to come back to the Board accordingly.

Action: Operations Manager, Timetabling	Due Date: 31 July 2018
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WHAKAWHITI KŌRERO/DISCUSSION PAPERS

9. PERFORMANCE BASED RESEARCH FUND (PBRF) PRIVACY GUIDELINES

Moved: Verity Jade
Seconded: Simon Tries

That Academic Board supports the Unitec Performance Based Research Fund (PBRF) Privacy Guidelines and their subsequent distribution to participating staff and their managers.

MOTION CARRIED

The Dean, Research and Enterprise advised that TEC requires a high level of integrity and confidentiality and the Unitec PBRF Privacy Guidelines outline confidentiality protocols that need to be met.

10. TERMS OF REFERENCE AND MEMBERSHIP FOR THE QUALITY ALIGNMENT BOARD AND THE UNITEC AKO AHIMURA TEACHING AND LEARNING COMMITTEE

Moved: Simon Tries
Seconded: Chris King

1) That Academic Board adopts the amended Unitec Ako Ahimura membership.

<u>Approved at last Academic Board</u>	<u>Proposed Membership</u>
<i>Dean Teaching and Learning (Mātauranga Māori)</i>	<i>Dean Teaching and Learning (Mātauranga Māori)</i>
<i>Director Ako</i>	<i>Director Ako</i>
<i>Dean Research and Enterprise or nominee</i>	<i>Dean Research and Enterprise or nominee</i>
<i>Director Pacific Success or nominee</i>	<i>Director Pacific Success or nominee</i>
<i>Manager Te Puna Ako</i>	<i>Manager Te Puna Ako</i>
<i>Director Student Success or nominee</i>	<i>Director Student Success or nominee</i>
<i>Student President or nominee</i>	<i>Student President or nominee</i>
<i>One Network Dean</i>	<i>One Network Dean</i>
<i>One representative of each PAQC</i>	<i>One representative of each Practice Pathway</i>
<i>Members co-opted as required</i>	<i>One Digital Learning Leader</i>
	<i>Members co-opted as required</i>

MOTION CARRIED

Moved: Simon Tries
Seconded: Josephine Kinsella

2) That Academic Board adopts the proposed Quality Alignment Board membership and approves that the current Quality Alignment Board Chair, Debra Robertson-Welsh (Dean, Health & Community and Animal & Environmental Sciences), shall remain the Chair and that Craig Hilton (National Academic Director, The MindLab by Unitec) be co-opted as a member.

Role	Member Name(s)	Term
<i>The Director Ako</i>	<i>Simon Nash</i>	<i>Until Feb 2019</i>
<i>The Dean, Teaching and Learning (Mātauranga Māori) or nominee</i>	<i>Josie Keelan</i>	<i>Until Feb 2019</i>

<i>The Dean, Research and Enterprise or nominee</i>	<i>Emma Skellern (nominee)</i>	<i>Until Feb 2019</i>
<i>The Director, Pacific Success or nominee</i>	<i>Falaniko Tominiko</i>	<i>Until Feb 2019</i>
<i>The Manager, Te Korowai Kahurangi</i>	<i>Simon Tries</i>	<i>Until Feb 2019</i>
<i>One Network Dean, nominated by the Network Deans</i>	<i>Murray Bain</i>	<i>Until Feb 2019</i>
<i>One Head of Practice Pathway nominated by each Network Dean</i>	<i>Note that this membership role has been filled by co-opted members as detailed below*</i>	<i>Until Feb 2019</i>
<i>Two senior academics from each Network nominated by the Network Dean</i>	<i>Sue Palfreyman</i>	<i>Until Feb 2019</i>
<i>General Manager, Student Success or nominee</i>	<i>Moira Fraser or Verity Jade</i>	<i>Until Feb 2019</i>
<i>General Manager, International or nominee</i>	<i>Josephine Kinsella</i>	<i>Until Feb 2019</i>
<i>General Manager, Operations or nominee</i>	<i>Aroha Lewin (nominee)</i>	<i>Until Feb 2019</i>
<i>Members, mostly drawn from the academic community, co-opted by the Sub-Committee for a term as required</i>	<i>Note that these membership roles have been filled by co-opted members as detailed below*</i>	<i>Until Feb 2019</i>
<i>Members co-opted by the Academic Board for a term as required</i>	<p><i>*</i></p> <p><i>Peter McPherson (Architecture HoPP)</i> <i>Annemarie Meijnen, Jackie Tims (Bridging Education HoPP)</i> <i>Daniel Fuemana (Building & Construction Services HoPP)</i> <i>Kerry Kirkland (Business Practice HoPP)</i> <i>Katherine Bruffy (Community Development HoPP)</i> <i>Mark McNeill (Computer Science HoPP)</i> <i>Vanessa Byrnes (Creative Industries HoPP)</i> <i>Melanie Ooi (Engineering HoPP)</i> <i>Dan Blanchon (Environmental & Animal Sciences HoPP)</i> <i>Gwen Erlam (Health Care HoPP)</i> <i>Sally Conway, Steve Varley (Language Studies HoPP)</i> <i>Martin Bassett (Te Miro Post Graduate HoPP)</i> <i>Catherine Hughes (Social Practice HoPP)</i> <i>Christo Potgieter (Vehicle Systems and Materials HoPP)</i> <i>Craig Hilton (National Academic Director, The Mindlab by Unitec)</i></p>	<i>Until Feb 2019</i>

MOTION CARRIED

During discussion, it was suggested that the QAB membership should include a student representative, however, it was noted that as the QAB was not a front end committee, a student perspective was not necessary and attendance at such a meeting was a huge

responsibility put onto a student if they were included in the membership in a bystander position and not in a decision making position. After discussion, it was agreed not to include a student representative in the membership, however, membership would be reviewed in three months.

The QAB Terms of Reference focus on the quality outcomes for students at an institutional level. It was not considered necessary to include student representation as a standing item on the agenda. Student representation on Programme Actions and Quality Committees will feed into the work of QAB.

11. UNITEC ANNUAL RESEARCH AND ENTERPRISE REPORT 2017

Moved: Verity Jade
Seconded: Vanessa Byrnes

That Academic Board accepts the Unitec Annual Research and Enterprise Report 2017.

MOTION CARRIED

The Dean, Research and Enterprise advised that the strategy was based around three drivers: focus, industry engagement and capability that will focus on our national profile, respond better to the needs of society and build staff capability. The three Key Performance Indicators (KPI) selected from the Research and Enterprise Strategy 2015-2020 revolved around external research income, quality assured outputs and research productivity in degree programmes. He said a highlight in 2017 was an example of student integrated research that was funded through Unitec's Research Voucher funding initiative that enabled the student to have his research published and to gain full-time employment in a research role.

He noted that the Focus driver developed three strategic foci one of which was Māori research and innovation that was still nascent but its identity was shaping up rapidly. He advised that Unitec was one of only two institutions in New Zealand to receive a significant grant from the Building Better Homes, Towns and Cities National Science Challenge and he acknowledged the mana gained when contracts of that scale are fulfilled.

He gave other examples of significant achievements where companies pay for Unitec to develop ideas to launch onto the international platform.

He advised that External Research Income (ERI) had increased by 500% between 2014-2017 surpassing \$1 million and progress is being made on all grants. The Research Productivity Traffic Light increased from 47% in 2014 to 68% in 2017 and the total number of quality assured outputs had gone down from 828 to 622 largely due to staff changes. An increase in all outputs from 69% to 84% indicates a greater focus on research quality over quantity. 131 portfolios were submitted in 2012 (33% of eligible staff at Unitec) and despite the fact that 75% of academic staff have left Unitec through the voluntary redundancy process since then, 128 portfolios have been submitted and it is expected that the 30% target (reduced from 38% by the Executive Leadership Team) will be met. The reduced target means that there will be less highly ranked portfolios and therefore a drop of approximately \$400,000 in revenue from 2018-2024, which will be challenging. There was consistent tracking of 90 credit or more postgraduate completions and although there was a drop in grant applications there was an increase in success rates of applications due to a more focussed approach so increased external research income continues.

He summed up saying it was a good report overall that articulates that Unitec is an institution ready to step onto the national stage in the research arena.

Board members gave the following feedback:

- The Board acknowledged the quality report compiled by the Dean, Research and Enterprise and his team.
- The Board agreed that the importance of postgraduate research degree completion and its financial, as well as academic, contribution to Unitec must be recognised and considered equally in the rationalisation of Unitec's portfolio.

- The Dean, Research and Enterprise noted that he would be providing relevant financial data to Academic Leaders for their programmes within the week.

After discussion, it was agreed that the Acting Chair advise the Chief Executive about the importance of postgraduate research degree completion and its financial, as well as academic, contribution to Unitec.

Action: Dean, Health & Community and Environmental & Animal Sciences

12. MĀORI LEARNER ACADEMIC ACHIEVEMENT TRAFFIC LIGHT REPORT FOR 2017

Moved: Teorongonui Josie Keelan
 Seconded: Mark McNeill

That Academic Board accept the Māori Learner Academic Achievement Traffic Light Report 2015 – 2017 and either adopt the recommendations at the end of the report or advise where they should go.

MOTION CARRIED

The Dean, Teaching and Learning (Mātauranga Māori) advised that awareness is needed of the fact that Māori learners enrol in a wide variety of programmes which can sometimes be problematic because they may drop out if they feel uncomfortable in classes with low numbers of Māori students in them. She reiterated that the difference between success and retention should not be misinterpreted as a high retention rate is not necessarily a positive thing - for example, does the retention rate include students that have been re-enrolled because they failed a course and that is why they were retained?

She noted that our Māori qualification completion rates are not too far off national statistics and we are tracking better in practice pathways but work is still needed to lift them from amber to green status. She advised that the three Academic Development Lecturers (ADLs) provide services to Māori students but they are also available for all students so a specific ADL for Māori may be beneficial. A Kaiawhina is available to counsel students but Māori students do not necessarily go to her.

During discussion, the following points were raised:

- More data was needed before a Māori ADL was appointed to determine if any further resourcing would be required.
- Support for the Dean, Teaching and Learning (Mātauranga Māori) to lead this initiative was noted.
- Whai Ake is a scholarship programme that has been very successful for Māori students.
- It was agreed that the proposal was more of a mentoring initiative than a programme so Recommendation 2 was updated to reflect this change.

After discussion, the Board agreed to adopt the recommendations and the following motion was put.

Moved: Marcus Williams
 Seconded: Moira Fraser

That Academic Board adopts the following recommendations:

- 1. Provision of counselling services to and for Māori students divided between the 2 campuses proportionate to the numbers on each.***
- 2. A mentoring initiative based on the philosophy and activities of Whai Ake is adopted for implementation in 2019. The Dean Teaching and Learning Mātauranga Māori co-constructs the proposed mentoring initiative with relevant stakeholders.***
- 3. Programmes complete mātauranga Māori specific plans developed in partnership with the Kaihautū to support their work.***

- 4. Mātauranga Māori plans are formulated in partnership with the Ako Ahimura Mātauranga Māori team to ensure improvement of success and retention for programmes and courses that are traffic lit as RED.**

MOTION CARRIED

13. ACADEMIC APPROVALS COMMITTEE

Moved: Verity Jade
Seconded: Nick Sheppard

That the Academic Board:

1. Approve:

- a. the establishment of an Academic Approvals Committee as detailed in the Proposed Membership and Terms of Reference for the Academic Approvals Committee;***
- b. the Proposed Membership and Terms of Reference for the Academic Approvals Committee;***
- c. the proposed process for the approval of applications for external approval***

2. Note:

- a. that a review of the programme development process is proposed to be undertaken in the near future;***
- b. that the Policy which incorporates the approval of academic provision is currently being refined along with the other Academic Policies as part of the Category 1 project and that this change will be reflected in the relevant policy.***

MOTIONS CARRIED

The Manager, Te Korowai Kahurangi noted that recently there had been issues with external submissions and the purpose of the Academic Approvals Committee was to ensure any applications for external approval were of an appropriate standard and contained all relevant information for external approvals and internal setup. The expected benefits include a better shared understanding of the programme development process, and what makes a good programme as well as fewer post-approval issues. He advised that he would be available to chair the new committee and the Board agreed. The Chair of Academic Board appointed the Manager, Te Korowai Kahurangi as Chair of Rōpū Whakaae Mātauranga Academic Approvals Committee.

14. REFLECTING ON THE PURPOSE OF ACADEMIC BOARD (DISCUSSION AT MEETING)

This discussion was deferred due to time restraints.

NGĀ RŌPŪ TUARUA PŪRONGO/SUBCOMMITTEE REPORTS

Subcommittee Chair's Reports were submitted for the Research Committee.

15. ACADEMIC BOARD STANDING COMMITTEE

That Academic Board receives the Minutes of the meeting(s) of 18-20 June, 2018.

16. QUALITY ALIGNMENT BOARD

That Academic Board receives the Minutes of the meeting(s) of 19 June, 2018.

17. RESEARCH COMMITTEE

That Academic Board receives the Minutes of the meeting(s) of 14 June, 2018.

18. RESEARCH ETHICS COMMITTEE

That Academic Board receives the Minutes of the meeting(s) of 16 May, 2018.

19. ĒTAHI KAUPAPA ANŌ/GENERAL BUSINESS

There being no further business the meeting closed at 11.19am.

Agenda papers are available on the H Drive at the following location: <H:\2. Academic Development\E-Academic Library\Committees\ACADEMIC BOARD COMMITTEE\Agenda Papers - Individual>

NEXT MEETING DATE

Tuesday 31 July, 2018 at 9.00a.m. Building 182-1003

Agenda deadline for the next meeting is 5pm Monday 23 July, 2018.

These minutes are a true and accurate record of this meeting.

Signed: Debra Robertson-Welsh (Acting Chair, Academic Board)