

Committee:
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Te Poari Mātauranga | Academic Board
Committee Actions Table
2020-03-04

| Source | Action # | S | M | R | T | A |
|------------|---|--|--|----------------|--|--------------------|
| | | Specification | Measure / Progress | Responsibility | Time Target / Closed | Achievement Status |
| 2019-05-08 | Action-048 (Formerly: Standing-005) | Renewal Plan + Renewal Strategy + Waitākere Strategy Strategic Plans and Strategies are to be presented to and approved by Academic Board. 2019-11-13 Committee Self-Assessment <ul style="list-style-type: none">• This Action very much needs to close in the December meeting.• Neither the Renewal Plan, Renewal Strategy, Waitākere Strategy nor Manaakitia Te Rito were presented to and approved / endorsed by Academic Board before release. It is unknown if these were endorsed by the Heads of Schools and the Priority Group Directors.• The Student Council has not been consulted on the Waitākere Strategy.• As a collective, the Committee has neglected to exercise its mandate regarding the approval of these Strategies. ACTION: In response to this self-assessment, the Chair of Academic Board shall prioritize to: <ol style="list-style-type: none">1. Arrange for the Waitākere Strategy to be presented to and endorsed by Academic Board 2019-12-11.2. Investigate whether consultation with Student Council / representatives has been adequate.3. Consider how best to compensate for the lack of Academic Board approval of the Strategies. | Renewal Plan 2019-09-11: The two ratified strategies are expected to come to Academic Board 2019-10-09. The ratified Renewal Plan is expected to come to Academic Board 2019-11-13. 2019-10-09: The Renewal Plan, Renewal Strategy and Waitakere Strategy will be presented together to Academic Board 2019-11-13. 2019-11-13: The Renewal Plan, Renewal Strategy and Waitākere Strategy were not presented. 2019-12-11: Renewal Plan and Manaakitia Te Rito Renewal Strategy shall be presented in 2020 for Academic Board to received. Reporting against this shall begin in 2020. 2020-02-05: Dual presentation of Manaakitia te Rito Renewal Strategy and the Renewal Plan set for Academic Board 2020-03-04. >> 2020-02-20: Request received to defer to 2020-04-08 as Merran Davis is unable to attend 2020-03-04. 2020-03-04: | Merran Davis | 2019-11-13 2020-03-04 2020-04-08 | Active |
| | | | Manaakitia te Rito Renewal Strategy 2019-05-08: Draft to be presented to Academic Board 2019-06-12. 2019-06-12: No update 2019-07-10: The Strategy shall soon go for checking to ELT and the Commissioner, before presentation as a draft to all staff at Tū-Arotake Checkpoint. 2019-08-14: Out for consultation with staff. Expected to come to Academic Board 2019-09-11 for ratification, alongside the Waitākere Strategy. 2019-09-11: Work is underway, based on staff feedback, to visually incorporate the Unitec values into the diamond and priorities. News on its ratification by the Commissioner is expected at Academic Board 2019-10-09. This will then inform the Renewal Plan and forecasts for 2020. 2019-10-09: Finalising design for release to staff. 2019-11-13: Design has been completed and released as Manaakitia Te Rito. 2019-12-11: Renewal Plan and Manaakitia Te Rito Renewal Strategy to be presented in 2020 for Academic Board to received. Reporting against this shall begin in 2020. 2020-02-05: Dual presentation of Manaakitia te Rito Renewal Strategy and the Renewal Plan set for Academic Board 2020-03-04. >> 2020-02-20: Request received to defer to 2020-04-08 as Merran Davis is unable to attend 2020-03-04. 2020-03-04: | | 2019-11-13 2020-03-04 2020-04-08 | Active |
| | | | Waitākere Strategy <i>"Investigate equity of student experience across the Mt Albert and Waitākere campuses, and face-to-face and online, and instigate improvement initiatives, particularly in regard to access to study spaces, classroom resourcing, support services and the library."</i> 2019-05-08: Waitākere Success Strategy in progress with David Glover and Linda Aumua. They are opening 3 weeks of consultation with West Auckland community stakeholders, utilising data from Auckland Tourism, Events & Economic Development (ATEED). RoVE is not expected to impact this work, as it aligns with the Minister's aims. 2019-06-12: No update 2019-07-10: No significant update. Item name corrected from "Waitākere Success Strategy" to "Waitākere Strategy". 2019-08-14: Expected to be ready for Academic Board 2019-09-11. 2019-09-11: Work is almost at the final draft. It shall also go through ratification by the Commissioner and Academic Board, just like the Renewal Strategy, and is expected at Academic Board 2019-10-09. 2019-10-09: Strategy has now been endorsed by ELT and Commissioner. 2019-11-13: Presented back to Waitākere staff for feedback. Being shared with external stakeholders. 2019-12-11: Refer to Item 2.11. Waitākere Strategy . (COMPLETE) | | 2019-09-11 2019-10-09 2019-12-11 | Completed |

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| 2019-06-12 | Action-032 | <u>Programme Development – Business Case Threshold</u> Define the “significant” programme development threshold which triggers the requirement for submission of a Business Case. Recommend any necessary / resulting refinement to the Programme Change and Improvement Procedure. | 2019-07-10: A paper was written and presented to ELT. Their response was a request for further information on the current status of business cases, the process and requirements of composing business cases and what role AB does / should have in the signoff process that ELT ultimately oversees. Simon Tries and Simon Nash shall consult broadly, including Marketing and Commercial Services, for feedback on the adequacy of the current process. Simon Tries shall report back to Academic Board 2019-08-14 on the a) business case threshold, and b) business case process map. 2019-09-11: The work is currently with ELT. 2019-10-09: Work in progress with Simon Tries, Simon Nash and Kristine Brothers. 2019-11-13: No progress to report. Deferred to Academic Board 2019-12-11. 2019-12-11: No progress. 2020-02-05: In progress. Nothing yet to report. 2020-03-04: | Simon Nash Simon Tries Kristine Brothers Nick Sheppard | 2019-07-10 2019-08-14 TBC | Active |
| 2019-07-03 | Action-047 (Formerly: Standing-001) | <u>Review of Semesterised Delivery</u> | 2019-05-08: Nothing to report. Merran expects this will constitute part of the initial work of RoVE. 2019-07-10: The Committee agreed to keep this item alive, pending until the RoVE announcement in a few weeks. 2019-08-14: Keep on the agenda, pending establishment of NZIST. 2019-09-11; 2019-10-09; 2019-11-13; 2019-12-11; 2020-02-05: No change. | Simon Nash | TBC | Low Priority |
| 2019-07-10 | Action-038 | <u>Remediation of Student Debt</u> Develop a proposal and scope for further investigation to identify proactive strategies to remedy and / or prevent outstanding student debts in partnership with Champions and Service Leads, and to identify how to incorporate it into the Academic Quality Action Plan. | 2019-08-14: Update deferred to Academic Board 2019-09-11. 2019-09-11: Andrea Thumath shall submit a paper to Academic Board 2019-10-09. 2019-10-09: Progress has been made. Currently collaborating with Student Finance. Full report to be presented to Academic Board 2019-11-13. 2019-11-13: Refer to Item 4.1.4. > Exceptions (June). Analysis work continues. When it concludes, it shall complete both the Exception and this Action. 2019-12-11: N/A 2020-02-05: Aim to report back with a memo to Academic Board 2020-03-04. 2020-03-04: | Andrea Thumath Marcus Williams | 2019-10-09 2020-03-04 | Active |
| 2019-11-13 Item 1.7. | Action-046 | <u>Committee Work Plan 2020</u> Ensure that the Committee Work Plan is ready for 2020 and actively used throughout the year. | 2019-12-11: Work in progress, currently focussed on the QMS Stocktake. 2020-02-05: Work in progress, related to Item 3.1. Review - Quality Management System. 2020-03-04: | Simon Nash (Chair, Academic Board) | 2020-02-05 | Active |

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Action-049