



minutes

TE POARI WHAI KOUNGA | QUALITY ALIGNMENT BOARD

MEETING OPENED: 0932h

Date: 2019-10-31

Scheduled Start: 0930h

Scheduled End: 1130h

Location: Building 180-2043

1. Whakatuwheratanga | Opening

1.1. Karakia Timatanga | Opening Prayer

Manawa mai te mauri nuku
Manawa mai te mauri rangi
Ko te mauri kai au
he mauri tipua
Ka pakaru mai te pō
Tau mai te mauri
Haumi e, hui e, taiki e!

Embrace the power of the earth
Embrace the power of the sky
The power I have
Is mystical
And shatters all darkness
Cometh the light
Join it, gather it, it is done!

1.2. Mihi Whakatau | Welcome Speech

- **New member – Lian Wu:** The committee members introduced themselves to Lian Wu as it was his first time present at QAB.

1.2.1. Important dates

Next submissions due: 2019-11-14

Next meeting: 2019-11-28 (final meeting for 2019)

1.2.2. Committee self-assessment

The committee noted that the self-assessment for this meeting shall focus on the performance of the Chair, and that the next meeting would have a longer time set aside for reflection on the overall performance of the committee in 2019.

1.2.3. Calendar for 2020

The committee noted the proposed committee calendar for 2020, and the opportunity to respond with feedback before 2019-11-14.

1.3. Tae Ā-Tinana, Ngā Whakapāha & Kōrama | Attendance, Apologies & Quorum**Tae Ā-Tinana | Present**

1. Andrea Thumath
2. Daniel Irving
3. Darren Tolmie – Arr. 0938h
4. Dila Beisembayeva – Arr. 0940h
5. Falaniko Tominiko
6. Lian Wu
7. Lydia Kiroff
8. Marcus Williams
(Representing himself, instead of Arun Deo)
9. Malama Saifoloi
10. Maureen Perkins
(Proxy for Maura Kempin)
11. Mirjana Bogosanovich

12. Paul Jeurissen
13. Rosemary Dewerse
14. Rowena Fuluifaga
15. Sally Conway
16. Simon Nash
- 17. Simon Tries (Chair)**
18. Toni Rewiri – Dep. 1123h
19. Tracy Chapman

Ngā Whakapāha | Apologies

1. Aroha Lewin
2. Maura Kempin
(Represented by Maureen Perkins)
3. Simon Goodlud

MOTION

That the Committee accept the apologies for the meeting.

Moved: T Chapman
Seconded: T Rewiri

MOTION CARRIED

Absences

1. Cris de Groot
2. Linda Aumua
3. Nikki Makamba

Kōrama | Quorum

Meeting determined as quorate.

Hunga Mahi | Staff in Attendance

1. Daniel Weinholz (Secretary)
2. Steve Marshall

1.4. Mahia Atu | Matters Arising

1.4.1. Assessment of Prior Learning

From: Simon Tries

Following discussion at the Officials Briefing with TEC, it was agreed that Unitec would seek to become fully compliant with TEC's requirements by Semester 2, 2020.

The Committee requested to receive tracking updates on this matter of APL changes.

ACTION → Chair and Secretary to determine how APL updates should be reported to QAB.

1.4.2. SAC Working Group

From: Rosemary Dewerse

Trude Cameron has been replaced by Sue Crossan.

The Committee noted that:

- The work is progressing and will be piloted during Summer School, 2019.
- Given that Semester 1, 2020 would be the intended timeframe for full implementation, then the date for evaluation of the Summer School pilot would need to be scheduled a few weeks before the end of Summer School. This would allow enough time to process the findings, make improvements, give notice to all staff users and stakeholders and prepare the institute for full implementation of the improved processes.

1.5. Pitopito Kōrero o Ngā Hui | Minutes of the Previous Meeting/s

MOTION

That the Committee approve the Meeting Minutes of 2019-09-26.

Moved: T Rewiri

Seconded: S Nash

MOTION CARRIED

1.6. Aronga o te Komiti | Committee Actions

1.6.1. Committee Work Plan

- QAB Actions: 2019.QAB.Action-012 Committee Work Plan 2019

Noted as still being under review.

1.6.2. Ngā Tautapu Arotake | Actions for Review

(Following pages)

Creation	Identifier 2019.QAB	Description	Responsibility	Target Delivery Date	Status / Date Completed
2019-02-28	Action-012	Committee Work Plan 2019 Draft the TPI-QAB Work Plan 2019 and present it for approval at the next meeting. It should run from March 2019 to February 2020. 2019-05-02, Item 5.02: Debra to upload draft Committee Workplan 2019. Committee Members to reply to Debra and Annemarie with feedback by 2019-05-16. Debra to present final version to Committee for approval on 2019-05-30. 2019-05-30, Verbal update: The Work Plan is being revised to align with the Academic Quality Action Plan. 2019-06-27: Action leadership moved to Simon Tries. 2019-07-25: Still to be aligned to the AQAP. 2019-08-29: Waiting on confirmation of related AQAP and Academic Board work. 2019-09-26: Work Plan may go to the next meeting of Academic Board. 2019-10-31: Still waiting on the outcomes of QMS and Academic Board work.	Simon Tries	2019-05-02 2019-05-30 TBC	In progress
2019-02-28	Action-013	SAC Working Group Investigate certain aspects of assessment at Unitec, as specified in Item 4.06 of the Minutes 20190228, including the added 4th section. Monthly verbal updates are to be reported. Memo to be submitted when investigations conclude. 2019-05-02, Item 3.06 Assessment Working Party Update: QAB Members are to email questions and contributions to Trude Cameron. 2019-05-30, Verbal update: Out for consideration and feedback from QAB members. 2019-06-27: The Committee commended the leadership of Trude Cameron with this work. Link to <i>Proposed New SAC Documents</i> folder emailed to Committee Members. 2019-07-25: Some feedback was received. The Committee arrived at consensus postpone full implementation until Semester 1, 2020. Between now and then, the Working Group shall consult and gather feedback, pilot the new SAC process with Summer Semester 2019. Senior Academic QAB members shall be a channel for consultation to the Schools. Feedback response timeframes are TBC. 2019-08-29: Work in progress. Consultation closes 2019-09-30. 2019-09-26: Members encouraged to spread the word to submit feedback. 2019-10-31: Trude Cameron replaced by Sue Crossan.	Dila Beisembayeva Rowena Fuluifaga Sue Palfreyman Trude Cameron Sue Crossan	2019-05-02 TBC	In progress

2019-05-02	Action-017	Priority Group, IAC & PAQC Reporting System Develop a single template for Priority Group, PAQC and IAC reporting to AB, QAB and AA. Coordinate this reporting with the HR Diamonds for Heads of School. (2019-05-30) 2019-05-02: WG to discuss the pros and cons of changing “Industry Advisory Committee” to “Industry Engagement Committee”. 2019-05-30, Items 3.01~3.03: New actions, below. 1) Coordinate for Directors to view the Priority Group sections of HOS Diamonds. 2) Clarify which actions in the Diamonds relate to which Priority Groups. 3) Clarify the different layers of reporting against Priority Group targets, e.g. PAQC Reporting versus HOS Reporting. 4) Debra shall talk to Simon Nash about evidence and measurement of implementation of Priority Group targets within the HOS Diamonds. 2019-06-27: Identical reports are currently going from the Priority Group Directors to AB, QAB and AA. Simon Tries shall take up leadership of this Working Group. 2019-07-25: Meeting postponed to this afternoon due to an earlier clash. No other news to announce. 2019-08-29: Waiting for outcomes of related Academic Board work. 2019-09-26: Still awaiting outcomes from related work with Academic Board. Simon Tries (Chair QAB) shall consider how this QAB Action can be cleanly closed. 2019-10-31: Any reports against a Strategy shall follow the same reporting approach to Academic Board, e.g. Student Success and Industry Engagement. Directors shall begin identifying which sub-items in a report are intended for discussion at which committee.	Simon Nash Simon Tries Toni Rewiri Andrea Thumath Falaniko Tominiko Tracy Chapman Liz Rainsbury Rowena Fuluifaga	TBC	In progress
2019-05-02	Action-020	Academic Quality Action Plan Feedback 2019-05-02, Item 5.05: Email feedback to Simon Nash by COB, 2019-05-17. 2019-05-30, Verbal update: The AQAP is being tidied up ready for release. 2019-06-27: The AQAP tracking is now coordinated by Luan Rose and Simon Nash. A plan has been awaiting approval from NZQA for a month. Meetings have begun with Schools to begin plans for how to implement the actions. Hyperlink to the AQAP shall be sent to Committee Members. 2019-07-25: The first whole-Unitec monthly AQAP Report is scheduled for the end of this month. 2019-08-29: Monthly reporting has begun. About 17 click-throughs from have been counted since it was published on The Nest. Members encouraged to review it on The Nest. Simon Nash also reports monthly to Academic Board on this matter. Highlights include the level of collaboration across teams at Unitec, which makes work take a little longer but produces much better outcomes, and that the work on systems and processes done in 2017/2018 to prepare for the last EER (when Unitec was Cat. 2) is now producing outcomes and evidence which we can show to NZQA. The biggest risk is the level of workload produced by actions flowing out of the AQAP; the next EER is little over a year away and the parity targets mean that almost every team in Unitec needs to do some amount of re-prioritization. Overall, the situation feels positive. 2019-09-26: The AQAP is reported on monthly to Academic Board, ELT and the Commissioner. The report gets published on The Nest as is available to all Unitec staff. QAB could add value to the AQAP implementation. The AQAP Report that went to Academic Board shall be distributed to QAB members. A new item for the AQAP Report shall be added to the next QAB Agenda. 2019-10-31: Completed. Refer to Item 3.4. AQAP Updates.	Committee Members Simon Nash	2019-05-30 TBC	Completed 2019-10-31

2019-06-27	Action-025	Pre-requisite Enrolment Issues Lead Working Group to define problem statement relevant to identified pre-requisite issues for programmes that result in high levels of enrolment blocks and VOE requests. Identify impact to schools and prepare communications to ensure clarity for Schools' leadership and proposed solutions plan for Semester 1, 2020. 2019-07-25: Still in progress. Timeframe for delivery is TBC. Commendation was given to Aroha for her related work with the School of Building Construction resulting in VOEs dropping from over 1000 to around 10. 2019-08-29: In progress. Report to come to next meeting. The number of VOEs have reduced. Reasons for system overrides with VOEs tend to be coming from technical issues with the system rather than school / operations issues. 2019-09-26: This work is really part of a much larger project inside Operations, not isolated only to BCONS. It should be closed off as a QAB item. Phase 1 of the project is due to complete by 12 December, after which a report could be presented to QAB. The AAQ team, led by Steve Marshall, have been checking requisites and study plans. This needs to complete before open the Enrolment Cart can open. Although not directly impacting this Action's particular challenge, it is related to how we use the system. IMS is also working with the project team. A number of concerns were raised around the lateness of pre-requisite checks, students who enrol for a full year but then fail a course in first semester, and involvement of SEMs at School Marking Meetings. Members wanting to contribute to Aroha's work (e.g. Mirjana, Dila, Antoinette, <i>et alia</i>) should meet and discuss the issues / opportunities with Aroha as part of the Operations project. 2019-10-31: N/A	Aroha Lewin Steve Marshall IMS Team	2020-02-19 TBC	<i>Closing (TBC)</i> (TBC) Aroha Lewin to report back on Phase 1 at first meeting of QAB in 2020
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[Note: Section 4 Mea Hei Kōrero | Items to Discuss brought forward in meeting proceedings by the Chair to allow Marcus Williams (Director, Research & Enterprise) to present and leave efficiently.]

4. Mea Hei Kōrero | Items to Discuss

4.1. Postgraduate Representation on Relevant Programme Academic Quality Committees

From: Marcus Williams (Chair, PGRSC)

PGRSC members are concerned about the level and visibility of postgraduate representation and collaboration with PAQCs.

Discussion and Notes

- The postgraduate programmes involved hold roughly 200 EFTS.
- The postgraduate programmes should not have a single combined PAQC. The reason for this is that a transdisciplinary committee would have little impact due to the delivery of the programmes being inside individual schools, except for MAP which is “sunsetting”.
- A significant amount of the PAQC proceedings may not relate much to postgraduate programmes. This would waste the time of the postgraduate representative. A solution to this is that a particular PAQC could bring in postgraduate representation through co-opted rather than ex officio membership. The wording of the motion was changed to reflect such.
- One PAQC would only need one postgraduate representative, even if it governed two postgraduate programmes.
- The concern only applies to Level 9 and 10 programmes, namely Postgraduate Diplomas, Master’s Degrees and Doctorates, i.e. any programme which has a research or thesis component. It does not apply to Postgraduate Certificates. The wording of the motion was changed to reflect such.

MOTION

That the Committee endorse that PAQCs which have Level 9 and / or 10 programmes in their jurisdiction shall co-opt a member who is nominated by the leader of the relevant programme/s for the purpose of expressly representing the Postgraduate Research and Scholarships Committee (PGRSC).

Moved: S Tries
Seconded: F Tominiko

MOTION CARRIED

2. Mea Hei Whakaae | Items to Approve

2.1. Programme Academic Quality Work Plan 2020

- QAB 2019-09-26, Item 3.2.1. Review of the PAQCs & Approved Recommendations
- QAB Actions: 2019.QAB.Action-017 Priority Group, IAC & PAQC Reporting System

From: Steve Marshall

Addressing the matter of Self-Evaluation had been missed. PAQC self-evaluation will follow the model of Academic Board, in that it will happen at the end of the year and inform the Work Plan and setup for the next year.

Approval of the generic Work Plan will direct much of the content and audience of PAQC member training in 2020. Training was originally hoped to have been completed by the end of 2019, but will instead be implemented from early 2020 to align with changed memberships.

The Committee discussed the generic Work Plan, and commended Steve Marshall for his work. Discussion included:

- PEP Reviews seem to be missing from the Work Plan.
 - The generic Work Plan has been developed mainly through the lens of Te Korowai Kahurangi. If an item needs to be added later, then it can be.
 - If the Work Plan does not contain an item, it does not mean a PAQC cannot or will not do it.
 - The Work Plan will be reviewed against the QMS Stocktake as a confirmation that relevant items are included.
 - The intent of the reporting structure (to be developed) from PAQCs to QAB is to give a PAQC a formal, recognized way for them to escalate matters to QAB which are unable to be resolved by the PAQC.
 - The reporting system will also feed into the Unitec Academic Risk Register, and the (conceptual) Programme Risk Registers. Better management of Academic Risk is a requirement from EER and the AQAP. A reporting template will need to be developed.
 - PAQCs own the Degree Monitoring Responses. If the response raises something they can't deal with, then it can be escalated up to QAB.
- Annette Pitovao and Steve Marshall shall catch up to review the status of work to increase Student Representation, which aims to commence in 2020.
- The provisions in the Terms of Reference prevent PAQCs from delegating authority to individuals.

ACTION → Steve Marshall to add the words “or individuals” to the relevant section on delegated authority of the PAQC Terms of Reference and bring a memo to next QAB.

ACTION → Steve Marshall; Simon Tries. Write and distribute a memo to PAQC Chairs covering:

. A summary of QAB discussion on the generic work plan

. A notice of actions taken by QAB as a result of the Community Studies PAQC Report

- . The motion wording and approved generic work plan
- . Expectations of PAQC reporting, especially the quarterly reports
- . Expectations of PAQC self-assessment
- . Expectations of confirming PAQC Membership 2020
- . Expectation of End-of-Year PAQC Report *from* each PAQC and *on* the PAQCs overall
- . The motion wording and memo of the PGRSC-PAQC Representation memo in Item 4.1. (below).

MOTION

That the Committee endorse the deployment of the generic Work Plan for Programme Academic Quality Committees to take effect for 2020.

Moved: D Beisembayeva

Seconded: A Thumath

MOTION CARRIED

2.2. Programme List for End of Year Programme Evaluation & Planning (PEP) Reporting

- QAB 2019-09-26, Item 5.1. Proposed Approach to 2019 End of Year Programme Evaluation and Planning

From: Simon Tries / Rosemary Dewerse

Feedback and discussion included:

- DITS – The last student graduated in early 2019. It should not need a PEP.
- BHSD / BSPT / DSSM / MOST – Although these are being taught out, they still require a PEP because students are still enrolled and require support. In addition, EER will be particularly interested in how well programmes are taught out and support is given to the students in those programmes.
- The note at the bottom of the list which is highlighted in yellow (regarding Police short courses) should be ignored.
- STAR is on the list because it holds EFTS. However, a PEP report is not required.
- Even if a programme is not on the list, it does not mean that it cannot conduct a PEP or self-evaluation, e.g. UPC.

MOTION

That the Committee approve the list of programmes required to provide a Programme Evaluation and Planning (PEP) report for the End of Year 2019 PEP process

Moved: D Beisembayeva

Seconded: S Conway

MOTION CARRIED

2.3. End of Year 2019 Programme Evaluation & Planning (PEP) Report Template

From: Rosemary Dewerse

Unitec needs to cover all 6 Key Evaluative Questions (KEQs) and the Tertiary Education Indicators (TEIs) involved. Feedback from staff showed a collective desire to have minimal changes to the template, so the content is very similar content the 2018 PEP, but the appearance has been updated.

Discussion noted:

- PEP workshop participants need to come to the workshops well prepared.
- The template had two items both numbered as “number one”.
- Academic Integrity (Section 3.2) could be monitored through use of Turnitin, Staff PD or the Moodle course. These exemplars could go into the “blue writing” on the template.
- Facilitators should be encouraged to ask / motivate probing questions.
- The EER panel will be very interested in the PEP Reports.
- The last round of PEP workshops was very well received and appreciated for their levels of involvement, responsibility, empowerment, manner, conversation and respect. This approach should continue.
- Reference to TCD Badging should be more explicit and overt, given the institutional emphasis on it.

MOTION

That the Committee approve the report template for the End of Year 2019 Programme Evaluation and Planning reports.

Moved: M Saifoloi

Seconded: M Bogosanovic

MOTION CARRIED

Value of PEP Summary Reports

The Chair asked the Committee to respond to the question of what value they saw in analysing and summarising findings from the PEP Reports. Feedback included:

- The workload for reading and summarising the reports is “a lot of work”. It may need to be distributed across a number of Committee members.
- Agreement that the summary reports are valuable.
- They show staff that the PEP is not just a compliance matter, but actually gets reviewed and used for improving quality, sharing best practice and raising outcomes.
- If the data was quantifiable, then it could be used to rank School performance against the KEQs. However, the nature of the PEP is qualitative rather than quantitative.
- They are very important for addressing the EER criticism that Unitec makes poor use of its data to inform decisions and direction.
- Information relevant to Māori and Pacific student success can be extracted from the responses to KEQ 1 (Student Achievement).

Further feedback from members is welcome to be emailed directly to both Rosemary Dewerse and Simon Tries.

3. Ngā Tukunga | Items to Receive

3.1. Rīpoata a te Kaiwhakahaere o ngā Rōpū Whakaarotau | Priority Group Director Reports

3.1.1. Māori

From: Toni Rewiri – Verbal update

Birth Certificates

Unitec Operations does not collect data on this matter. A trial shall be conducted with a budget of \$2500.

Operations Plan

This should receive final approvals next month.

3.1.2. Pacific

From: Falaniko Tominiko – Written report cascaded from Academic Board 2019-10-09

The Director reminded the Committee that the dashboard represents the completeness of implementation of the actions in the plan, not the outcomes of actions *per se*. This aligns with how the other Priority Groups report.

3.1.3. International

From: Tracy Chapman – Written report cascaded from Academic Board 2019-10-09

The report had no further comments or questions.

3.1.4. Under-25s

From: Andrea Thumath – Verbal update

The Strategy has now been approved by ELT and is currently with the Commissioner. Reporting against the Strategy should begin next month, in alignment with the other Priority Group reports.

MOTION

That the Committee receive the Priority Group Director Reports for:

- 1. Māori**
- 2. Pacific**
- 3. International**
- 4. Under-25s**

Moved: D Beisembayeva

Seconded: F Tominiko

MOTION CARRIED

3.2. Oversight Reporting / Regular Reports

3.2.1. Programme Academic Quality Committees (PAQCs)

From: Steve Marshall – Verbal update

The Committee noted the two PAQC Reports which came in after the decision to discontinue the trialled PAQC Chair Reporting system.

- Community Studies
- Environmental and Animal Sciences and Research

ACTION → Steve Marshall to initiate investigation of the nature of the cross-credit problem raised in the Community Studies PAQC, and confirmed as a similar problem by QAB members from Computing and other Schools.

ACTION → Simon Tries to issue communications to the Community Studies PAQC notifying them of the action QAB has taken in response to the cross-credit problem raised in their report.

Action Plans

The “I-See-Me” actions go to School Action Plans and then up to ELT. PAQC governance should oversee progress of the actions, but don’t need detailed reporting against the operational plan.

How PEPs are reviewed by PAQCs

Representatives from Building & Construction and from Applied Business that in their PAQCs, not every member reads every PEP. Instead, the PAQC divides the reading / review workload amongst the members, who then submit their feedback to the PAQC.

Nature of PAQC governance of PEPs

The Committee noted that PAQC governance of its programmes’ PEPs should mean an evaluation of the evaluative skills evident in the PEP report. The PAQC should not undertake to re-write or edit the report, but aim to identify evaluative process strengths or weaknesses. If weaknesses are found, the relevant actions can be put in place.

3.2.2. Degree Monitoring

From: Steve Marshall – Verbal update

Responses from the monitors have generally been very positive.

ACTION → Simon Tries to ensure a written report on Degree Monitoring is submitted for the next meeting of QAB.

3.2.3. Consistency Reviews

From: Steve Marshall

The Committee noted that gaining a satisfactory number of survey responses was particularly difficult. Other ITPs also observe that Survey Responses are time-consuming and difficult.

MOTION

That the Committee receive:

- the two PAQC Chair Reports
- the update on Degree Monitoring
- the report on Consistency Reviews

Moved: P Jeurissen

Seconded: M Perkins

MOTION CARRIED

3.3. Ngā Rīpoata | Other Reports

3.3.1. Graduate Survey Ownership and Review Process

- QAB 2019-09-26, Item 5.2. Graduate Survey Working Group

From: Rosemary Dewerse – Verbal update

Simon Nash (Director, Ako) has been determined as the appropriate owner of the Graduate Survey process, and its Review.

3.3.2. Resolution of Preferred Graduate Survey Email Addresses

- QAB 2019-09-26, Item 5.2. Graduate Survey Working Group

From: Rosemary Dewerse – Verbal update

This matter has not been fully resolved. It shall subsume into the Review of the Graduate Survey Process.

MOTION

That the Committee receive the updates on:

- 3.3.1. Graduate Survey Ownership and Review Process
- 3.3.2. Resolution of Preferred Graduate Survey Email Addresses

Moved: D Beisembayeva

Seconded: T Rewiri

MOTION CARRIED

3.3.3. Āta-tuhi: Te Korowai Kahurangi Analysis of the 2019 Interim PEPs

From: Rosemary Dewerse / Simon Tries

No Interim PEPs remain outstanding.

The Committee agreed that this report is valuable and contains useful information.

MOTION

That the Committee receive the Āta-tuhi: Te Korowai Kahurangi Analysis of the 2019 Interim PEPs.

Moved: R Dewerse

Seconded: S Nash

MOTION CARRIED

3.4. Academic Quality Action Plan (AQAP) Updates

- 2019.QAB.Action-020 Academic Quality Action Plan Feedback

From: Simon Nash (Director, Ako)

Progress is generally satisfactory.

Due for release in a week or two, a larger monthly report shall be communicated to all staff to signal the start of preparation for the EER visit. This preparation will include both our improvements to Business As Usual (BAU) and specific work for the EER visit. The order of work related to PEPs and EER over the next year is as follows.

1. EoY 2019 PEP workshops
2. IER 2020
3. Interim 2020 PEP workshops
4. EER
5. EoY 2020 PEP workshops

Simon Nash (Director, Ako) requested that members take time each month to scrutinize these updates before each Committee meeting, and to ask interrogative questions of the progress.

The Committee noted that March~April 2020 has two major institutional work items, namely the PEPs and the IER. A suggestion was made for Director Ako / EER Steering Group to consider if these two items could possibly be collapsed somehow, just for the 2020 cycle.

ACTION → Chair and Secretary to determine a suitable position, earlier in the agenda, for these important updates.

MOTION

That the Committee receive the AQAP updates.

Moved: S Nash

Seconded: D Beisembayeva

MOTION CARRIED

5. Kupu Whakamutunga | Closing

5.1. Ētahi Kaupapa Anō | Any Other Business (AOB)

(None)

5.2. Committee Self-Assessment

Topic: Performance of Chair

Member Feedback

Feedback was strongly positive. Efficiency and good time management was noted multiple times. Other positive points included:

- Good / happy / doing well / really good / good work / enjoyed ~ 7 mentions
- Efficiency / time management / not rushed ~ 6 mentions
- Effectiveness / discussion / important issues / safe to speak ~ 5 mentions
- (Committee is) building momentum / growing maturity / massive improvement / moving in the right direction ~ 4 mentions
- Some members are new / less able to attend ~ 4 mentions
- New web agenda
- The Chair inherited the role, has grown into it and has a unique style.
- The Committee should remain distinct from Ako Ahimura.

Suggestions / concerns included:

- There are times when it would be good for the Chair to “maybe move some of us along a bit”.
- This type of live, face-to-face feedback could be an efficient and engaging way of getting feedback from students regarding their courses / classes.
- Teaching commitments often reduce / interfere with the ability of Senior Academics to attend with continuity.
- If a Senior Academic is not an AL / APM and has teaching commitments which reduce their attendance in the meetings, they can begin to lose touch with the language of the Committee because it is different to how matters are discussed “on the ground”.

5.3. Karakia Whakamutunga | Closing Prayer

Ka wehe atu tātou
I raro i te rangimārie
Te harikoa

Me te manawanui
Haumi ē! Hui ē! Taiki ē!

We are departing
Peacefully
Joyfully

And resolute
We are united, progressing forward!

MEETING CLOSED: 1132h