

Committee:
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Te Poari Mātauranga | Academic Board
Committee Actions Table
2020-04-08

Source	Action #	S Specification	M Measure / Progress	R Responsibility	T Time Target / Closed	A Achievement Status
2019-05-08	Action-048 (Formerly: Standing-005)	<p>Renewal Plan + Renewal Strategy + Waitākere Strategy Strategic Plans and Strategies are to be presented to and approved by Academic Board.</p> <p>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. <p>ACTION: In response to this self-assessment, the Chair of Academic Board shall prioritize to: 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.</p> </p>	<p>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: Glenn and Merran are away. Defer presentation to 2020-04-08. 2020-04-08: Refer to Item 2.1. Manaakitia te Rito. (COMPLETE)</p> <p>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: Glenn and Merran are away. Defer presentation to 2020-04-08. 2020-04-08: Refer to Item 2.1. Manaakitia te Rito. (COMPLETE)</p>	Merran Davis	2019-11-13 2020-03-04 2020-04-08	Completed
2019-06-12	Action-032	<p>Programme Development – Business Case Threshold 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.</p>	<p>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: Work to be prioritized to complete for 2020-04-08. 2020-04-08: David Glover – ELT has met and discussed how to make the processes behind programme development more agile, including ways to work with Te Korowai Kahurangi and Industry bodies to ensure two-way flow of information. Terms of Reference are being developed to form a Working Group on this issue. 2020-05-06:</p>	Simon Nash Simon Tries Kristine Brothers Nick Sheppard	2019-07-10 2019-08-14 TBC	Active
2019-07-03	Action-047 (Formerly: Standing-001)	Review of Semesterised Delivery	<p>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; 2020-03-04; 2020-04-08: No change.</p>	Simon Nash	TBC	Low Priority

2019-11-13 Item 1.7.	Action-046	Committee Work Plan 2020 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: Work to be prioritized to complete for 2020-04-08. 2020-04-08: Drafts for all seven Academic Governance Committees sent to the Chairs for feedback. Feedback to be in by 22 April in time for AB to approve the Work Plans for deployment to the subcommittees. Aim to close off next meeting. 2020-05-06:	Simon Nash (Chair, Academic Board)	2020-02-05 2020-03-04	Active
2020-04-08 Item 3.1.	Action-049	Working Group: Non-Completions To improve institutional management and oversight of student non-completions both to reduce non-completion and for Unitec to gain better understanding of reasons for non-completion. To address the EER recommendation regarding non-Completions. To consider if Unitec is responding appropriately to the EER recommendation.	2020-05-06:	Simon Nash (Chair, Academic Board)	TBC	New
2020-04-08 Item 4.4.1.	Action-050	PAQC Student Representation Blockages To identify any PAQCs that do not yet have Student Representatives, and investigate any blockages. To report back to Academic Board 2020-05-06.	2020-05-06:	Steve Marshall Simon Tries Annette Pitovao Helen Vea	TBC	New

Next:

Action-051