



minutes

ACADEMIC RECOVERY COMMITTEE SPECIAL HUI SUB-COMMITTEE OF ACADEMIC BOARD

Date:	24 April 2020	Time:	9.30am
Location:	Skype		

Mema Poāri Tae Ā-Tinana | Present

Simon Nash (Chair) – Director, Ako
 Glenn McKay – Tumu / Executive Director Student Success
 Chris King – Head of School - Bridgepoint
 Nick Sheppard – Executive Director – Schools & Performance
 Sue Emerson – Academic Programme Manager – Team Leader
 Trude Cameron - Operations Manager – Schools (left the hui at 10am)

Hunga Mahi | In Attendance:

Cathy Tyler – Executive Assistant (Minutes)

Ngā Whakapāha | Apologies

Annette Pitovao – Director, Student Success

1. Karakia / Welcome

2. Admin

a. Attendance and apologies

Apologies were noted.

b. Minutes of 21 April for approval

To be approved at 28 April hui.

c. Minutes of 23 April hui

To be approved when the course spreadsheet is finalised.

3. Action Items to review

The action list was reviewed.

There was discussion on tasks 7 & 8 regarding withdrawals and deferral communications to students from academic staff. There are students who have learning difficulties or do

not have access to IT who would like to defer to S2 or 2021; it would be useful to know how many students are in this group. It was noted that students are being advised to reduce the number of papers; they can still receive Studylink if they are doing 15 credits. There may be a sector decision on withdrawals and deferrals due to covid-19 soon; Glenn to follow up with Merran on this.

There was discussion on an email where enrolments were offering Summer School for a course where that is not currently on offer; Chris to share with ARC.

4. Course Delivery on Campus at Alert Level 3

Simon shared version 5 of the Schools Level 4 Course Requirements spreadsheet.

It was noted that:

- Engineering - there may be an issue with staff availability and logistics; they may not be able to run all the courses. If issues are resolved the ARC can approve.
- Land Surveying – a supervisor is required onsite to run the course; Nick to follow up with Paul.
- Computing – checking there is a supervisor for the small groups and the lab is big enough for students to have their own computer for two weeks; if this can be resolved ARC can support this request.
- Creative Industries – the BCE and MCP requests are approved by the ARC; IMT to check note regarding the technicians. PASA have requested extensions or deferrals; Trude is meeting with staff at 10am regarding implications for this request and impact on graduating students; if issues are resolved the ARC can support.
- EAS – staff will deliver courses online from campus which the ARC approve. There is a request for 5 research students on site in 3 different spaces; supervision to be arranged with technicians. The ARC approve this request.
- Trades – Lee has detailed plan on delivery which was shared with Nick and Dan. ARC to support this request with Lee to work with IMT on logistics.
- UPC – request approved by ARC.

(Trude left 10am to meet with PASA)

There was discussion on Practicums & Placements (tab 2 on the spreadsheet); Placements are dependent on other organisations being open. It was noted that decisions are needed for needed for Nursing, Social Practice and ECE.

- Social Practice – request for two placements to extend to 19 July; this has been approved by SWRB. There was discussion on Studylink implications; Operations have noted they are being flexible. If the students and TKK are comfortable with this request ARC can approve.
- Nursing – DHB have requested students back to clinical study on 4 May – there is a liability question which would be for the IMT; the DHB have requested students sign a waiver from any liability; legal advice required on this. There may be some students who cannot attend due to vulnerability; a plan would be required for them; they could defer course to S2 and graduate later. The ARC approves this request subject to legal and IMT.
- PASA – request to defer assessment dates for 7 weeks which will run into SEM2. What is the SEM2 plan for PASA? Need to confirm what date the 7 weeks is from.

- ECE – placements affected for three cohorts Years 1-3; they have worked with TKK and the Teaching Council who have approved their plan - 2 placements at Y1 (rated 3C) request to moved placements to start 25 May and 15 June. The ARC approve this request noting it is reliant on ECE centres opening and subject to IMT approval.

The ARC is to consider practicum requests at future hui.

Nick and Simon to discuss with IMT on how students are advised about the outcomes of these decisions and advise the ARC.

The remainder of the agenda will be moved to a future hui.

MEETING CLOSED: 10.30am