



minutes

ACADEMIC RECOVERY COMMITTEE SUB-COMMITTEE OF ACADEMIC BOARD

Date:	21 April 2020	Time:	4pm
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
 Annette Pitovao – Director, Student Success
 Sue Emerson – Academic Programme Manager – Team Leader
 Trude Cameron - Operations Manager – Schools

Hunga Mahi | In Attendance:

Cathy Tyler – Executive Assistant (Minutes)
 Mary Johnston – Executive Director – People & Infrastructure

Ngā Whakapāha | Apologies

1. Karakia / Welcome

2. Committee Business / Admin

a. Attendance and apologies

All members were present.

b. Minutes of 16 April (attached) for approval

Minutes were approved by the Committee as a true and accurate record of the hui.

3. Action Items Review

[The tracker was shared and updated.](#)

For Action 5, It was noted the ARC need to connect with IMT as required on what we can deliver at alert levels 2-4.

Action 7, feedback will be sought from the APMs. Different types of scenarios to be considered, however, one size will not fit all. It was noted that the MIT process for L4 does not consider impacts at alert levels 2-3. A flow chart/decision tree is needed.

ACTION: Decision Tree / Flow Chart for Withdrawals, Deferrals – Sue / Annette

4. Planning for Delivery – remainder of S1 and next steps

a. Online delivery – update

b. Course Delivery on Campus at Alert Level 3

i. What can we deliver on campus, how to prioritise if necessary

It was noted that L3 is more limited than previously thought; complexities for teachers only able to teach one bubble. The ARC will need make decisions on prioritising courses; a meeting may be required in the next couple of days to approve.

There will be A B and C categories for Level 3. Priority to be given to practical courses required for completion of qualifications.

It may be possible for Nursing students to return to SIM labs at Waitākere, however, it may not be practical to open the building for 9 students due to facilities support that would be required.

Communications to be sent to students on Friday; all student generic communication to be sent first advising them to check Moodle for course details; it was advised get feedback from the APMs on the communications.

There was discussion on who is signing off on the course plans; do TPA or TKK approve? Nick to contact Simon T for clarification. Simon T was working on a template for impact on L 3 & 4 courses.

ACTION: Clarity on approval of course plans and template – Nick

The Unitec Covid-19 Alert Level 3 Requirements was shared with the committee.

ii. Schools plan for delivery

The HoS are meeting after this hui to discuss.

iii. Coordination with IMT on H&S, facilities, etc

Visibility on students connectivity needs to be added to agenda.

5. Semester 2 Delivery

a. Planning and Delivery model for S2 – keeping best of the old and the new

An overall position is needed on this in agreement with the IMT; conversations are also needed with MIT and NZIST.

There was discussion on students wishing to defer to 2021. Nick spoke to the paper from Operations; we are unable to enrol students without a timetable, however, it was noted that we should be able to enrol students at programme level, course level decision would not be required until later along with a timetable;

this needs to be checked with IT and Operations. Other ITPs can enrol without a timetable. This issue can be discussed further at ELT on Monday.

ACTION: Follow up with Enrolments on programme level enrolment – Nick / Trude / Annette

There was discussion on what the rest of the year looks like from a students perspective; how do we ensure students feel supported.

b. Digital asset sharing with MIT – which programmes/candidates for this?

To be discussed at future hui.

6. Impact on EPI targets including Parity – next agenda

a. Poor-performing courses and programmes - Sem 2 courses and remedies.

To be discussed at next hui.

b. Impact on I See Me

To be discussed at next hui.

7. Expanding ARC Terms of Ref – next agenda

a. Support for Portfolio Leadership Group vs QAB and AB

To be discussed at next hui.

b. Leadership of pastoral care of students

To be discussed at next hui.

8. Any other business

9. Close / Karakia

MEETING CLOSED: 4.45pm