



minutes

Staff Team Advisory Rōpū

Friday, 15 May 2020
Via Zoom

Present

Trude Cameron (Chair)	Maryam Mirzaei	Brad Kruger	Roger Birchmore
Yo Heta Larsen	Craig Robertson	Jonyne Mariu-Konene	Lynnette Brown
Babar Mahmood	Julie McGregor	Jo Barnes	Meenakshi Singh

Apologies

Elizabeth Morris	Peter Matthewson (W)	Sarah Sommerville
Sarah Hardman		

- Karakia**
The meeting was opened with a Karakia
- Apologies**
The apologies were noted.
- Zoom Badging**
The meeting discussed the approach to online badging and recognition for academic staff.

Brad advised the Ropu that IT are evaluating TEAMS as an online teaching platform against the current Zoom platform.

There was further discussion amongst the group on their experiences of various online platforms being employed as a result of the Covid-19 pandemic.

Recommendation:

That a submission is made to TPA to consider the opportunity for the STAR Ropu to provide input into what would be useful recognition for badging of academic skill in the online space / remote teaching, and
That the STAR Ropu provide the TPA with some input from a staff voice perspective in relation to any potential change of teaching and/or meeting online platforms.

Moved: Trude Cameron

Seconded: Jonyne Mariu-Konene

Motion Carried

Action: Email Lynnette with feedback on online platforms and this will be shared with TPA for review.

4. Academic Risk Register

The meeting discussed the Academic Risk Register and members concerns that they feel they don't have enough knowledge and experience to complete the register appropriately.

Trude advised that this is a new initiative and directly in response to feedback from EER that Unitec did not have enough understanding or evidence of academic risk.

The training is something that can be addressed through TKK.

The timing for updating the risk register is the first week of each month. Sue Crossan is the person to contact in this regard.

Any risks should be going through PAQC, from the HoS and APMS. Not sure that this is something that academic staff should be doing

Action: Trude to talk to TKK about the process and opportunities to upskill for staff

5. Terms of Reference

The Ropu agreed that the Terms of Reference be reviewed and updated by the Secretary and the Chair and circulated to members for feedback.

Through this process consultation with Merran Davis in respect of the impact of the new Board (if any) and ELT representation would be considered.

Action: Lynnette and Trude to review

6. Membership

The Ropu agreed that the membership would be reviewed following discussion of the revised Terms of Reference.

7. General Business

- Update to be sought in respect of the re-enrolment process project which was looking at opportunities for alignment between Unitec and MIT
- Marae and its activities – what integration if any with MIT
- Covid-19 Level 2 – Trude provided an update to the meeting in respect of guidance documents for APMS, TKK TPA, and IMT around the criteria for bringing staff and students on site. For those in support areas the manager or director will have that information which will include classifying groups under Priority 1 - focused on outcomes and student success, and Priority 2 access to computer labs, science labs, and other practical spaces.

The meeting was closed with a Karakia

8. Next meeting 27 May 2020