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<b>To</b>	Poāri Mātauranga Academic Board Executive Leadership Team	<b>From</b>	Simon Nash, Chair Academic Recovery Committee
<b>Title</b>	Academic Recovery Committee Minutes and updates from June- August	<b>Date</b>	26 August 2020

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**Purpose**

To provide the Chair Report of June – August 2020 Academic Recovery Committee meetings and approved Minutes for meetings in May – August 2020 for information.

**Background**

ARC last reported to Academic Board on 29<sup>th</sup> May. Then, on 20<sup>th</sup> June it wrote to Academic Board recommending its dissolution and hand over of a number of matters to other parts of Unitec. Those recommendations were approved by Academic Board.

Since then, the following need to be reported

1. Minutes of Meetings on:
  - a. May: 11, 13, 15, 18, 20, 22, 25, 27, 29
  - b. June: 3, 5, 10, 12, 17, 24
  - c. July: 1, 22
  - d. August: 12
2. Updates since the last ARC Chair report for meetings from 3 June – 18 August
3. To advise Academic Board that ARC reformed quickly on 12<sup>th</sup> August in response to the new Covid community transmission and lockdown, and is currently operating for an indefinite period.
4. To advise Academic Board that Chris King is now Chair of ARC, effective 20<sup>th</sup> August, and reporting on ARC activities since that date will come from Chris (thanks Chris!!!).

**Key Points from June-August meetings**

Since the last report, ARC has met 12 times on 3, 10, 17, 24 June, and 1, 22 July, and 12, 14, 18, 20, 25 (twice) August.

The majority of ARC's business related to:

- Final closing-out details from the first Covid lockdown
- Evaluation of the activities during that first lockdown
- Beginning planning with the Incident Management Team for a subsequent lockdown
- Handover of a small number of ongoing issues to other teams
- Considering how to build on the advances made on online learning and teaching

The following noteworthy decisions were made:

1. Three issues were passed on to different teams for consideration as they were outside the official remit of ARC, but had arisen in discussions and the committee's

view was that they needed to be addressed. These were addressed in the last ARC memo to Academic Board on 28 June 2020:

- Addressing issues with enrolments, re-enrolments, etc – passed to ELT, who delegated to Trude Cameron to report to QAB
  - Low-performing courses becomes the Hapai Ō project overseen by the I See Me team
  - Planning for Sem 2 and 2029 online learning – passed to Ako Ahimura Committee
2. ARC agreed to wind-up its activities after 1<sup>st</sup> July meeting, pending the need to reform for a future lockdown
  3. A large application for extensions into the mid-year break was approved for Trades courses
  4. A review of activity in the first lockdown was conducted, and the following areas identified for further planning and improvements for a subsequent lockdown:
    - Improvements to the OSOT spreadsheet to ensure it provides a full record of decisions and relevant details
    - Retain separate ARC but work more closely with the IMT (Incident Management Team)
    - Expand the Learner Outreach Project again in subsequent lockdowns
    - Establish a 'decision tree' to support decision-making about on-campus delivery, extensions, deferrals, etc
    - Establish a plan for online delivery during lockdown
    - Establish a plan for on-campus delivery decision-making
  5. Once the second lockdown began, ARC became engaged again in rapid decision-making, including:
    - Approving a request for BPSA students mid-semester break to be bought forward by one week
    - Approving 2 weeks fully online teaching at start of lockdown
    - Putting a plan in place if the lockdown extended beyond the 2 weeks online teaching (in the event, it has not extended further)
  6. Chairing of ARC was passed to Chris King from 20 August until further notice.

The Committee's current agenda includes:

- Decision-making for ongoing requests related to placements, extensions, etc
- Return to planning for a subsequent lockdown and arrangements for different lockdown levels

Please let me know if you have any questions.

## **Attachments**

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Minutes for Academic Recovery Committee meetings of:

1. May 11, 13 and 15
2. May 18, 20 and 22
3. May 25, 27 and 29
4. June 3 and 5
5. June 10 and 12
6. June 17
7. June 24
8. July 1
9. July 22
10. August 12