



minutes

Te Komiti Mātauranga | Academic Committee

Date: **Wed. 2021-02-10**
 Scheduled: 0830h – 1130h
 Actual: 0831h – 1131h
 Chair: **Simon Nash**, on behalf of Martin Carroll
 Location: **180-2043**

1. Whakatuwheratanga | Opening

1.1. Karakia Timatanga | Opening Prayer

Manawa mai te mauri nuku
 Manawa mai te mauri rangi
 Ko te mauri kai au
 he mauri tipua
 Ka pakaru mai te pō
 Tau mai te mauri
 Haumi e, hui e, taiki e!

Embrace the power of the earth
Embrace the power of the sky
The power I have
Is mystical
And shatters all darkness
Cometh the light
Join it, gather it, it is done!

1.2. Mihi Whakatau | Opening Remarks

The Chair welcomed the members to the first meeting of the year, particularly Aroha Dykes who is the new Student President and Bryan Davis sitting as proxy for Lee Baglow.

The Chair announced the future replacement of Chair role coming in as Prof Martin Carroll. Handover arrangements are yet to be confirmed, although he intends to be present at the next meeting.

1.2.1. Committee Self-Assessment

Topic: Aims and Concerns for Te Komiti Mātauranga in 2021

1.2.2. Key Dates

Te Komiti noted the AGC Meeting Schedule 2021 for Te Komiti Mātauranga and its subcommittees.

1.2.3. Chair Reporting, Te Komiti Mātauranga

Te Komiti noted the verbal update from the Chair covering the meeting in December 2020.

1.3. Tae Ā-Tinana & Ngā Whakapāha | Attendance & Apologies

Mema | Members Attending

- | | | |
|-----------------------|----------------------|---------------------|
| 1. (Chair) Simon Nash | 5. Falaniko Tominiko | 10. Marcus Williams |
| 2. Annette Pitovao | 6. Aroha Dykes | 11. Maura Kempin |
| 3. Bryan Davis | 7. Kate Barry | (Arr. 0840h) |
| (For: Lee Baglow) | 8. Katie Bruffy | 12. Simon Tries |
| 4. Chris King | 9. Liz Rainsbury | 13. Toni Rewiri |

Ngā Whakapāha | Apologies

1. Andrea Thumath
(No proxy available)
2. Anne McKay
(Arr. 0918h; Dep. 1100h)
3. Lee Baglow
(Proxy: Bryan Davis)

Members Absent

(None)

Hunga Mahi | Staff in Attendance

1. (Secretary) Daniel Weinholz
2. Steve Marshall
3. Trude Cameron
4. Jackie Tims

Kōrama | Quorum

The Chair noted and declared that a quorum of 9 members was present.

MOTION

That Te Komiti Mātauranga receive the apologies for the meeting.

Moved: T Rewiri

Seconded: C King

MOTION CARRIED

1.4. Pitopito Kōrero o Ngā Hui | Minutes of the Previous Meeting/s

Te Komiti noted that the Chief Executive remains as a member.

ACTION → Secretary to email the Chief Executive, with CC to the Chair and DCE Academic, requesting the nomination of a proxy if he will not be able to attend.

MOTION

That Te Komiti Mātauranga approve the Minutes of the following meetings:

- Regular: 2020-12-02
- Standing: 2020-12-16; 2021-01-20; 2021-01-27

Moved: T Rewiri

Seconded: F Tominiko

MOTION CARRIED

1.5. Mahia Atū | Matters Arising

1.5.1. Appeal Resolution Committee – Call for nominations

Sue Crossan shall soon issue a call for nominations to stand up the committee.

1.6. Committee Management

1.6.1. Attendance Tracker

Updated: 2020-12-02

Te Komiti noted that:

- Representation is missing for the Chief Executive.
- International Success will be represented by A Pitovao (Director, Student Success).

1.6.2. Work Plan

Related: Action-046

Updated: 2021-02-03

Te Komiti discussed current and upcoming line items from the Work Plan and noted that:

- The line item “QAB Review of Graduate Survey Report” (Work Plan 2020 > June; refer to Agenda 2020-12-02, Item 1.6.2.) has expired in relevance and shall no longer be required.
- This committee follows a very different Work Plan compared to the equivalent MIT Academic Committee.

ACTION → S Nash and S Tries to collaborate and provide direction to the Unitec Academic Governance Committees on how to address and report on the recommendations from EER 2020.

1. NOVEMBER 2020

1. **Ako Ahimura Review of Student Course Survey Report for Semester 2, 2020** – Update: The results of this survey have just recently come in. The report shall be presented to Ako Ahimura in March, and then the Review shall be presented to the following hui of Te Komiti.
2. **Ako Ahimura Review of Student NPS Survey Results for Semester 2, 2020** - [Refer to Item 4.2.5.2.]

2. DECEMBER 2020

1. **URC Annual Report** - [Refer to Item 4.2.1.1.]
2. **UREC Annual Report** - *Submission pending.*

3. **PGRSC Annual Report** - [Refer to Item 4.2.3.1.]
 4. **AAC Annual Report** - *Submission pending.*
 5. **AA-LTC Annual Report** - [Refer to Item 4.2.5.1.]
 6. **QAB Annual Report** - [Refer to Item 4.2.6.1.]
3. 2021 WEEK 7: 2021-02-10
Submissions due: 2021-01-27
 1. (None)
 4. 2021 WEEK 13: 2021-03-24
Submissions due: 2021-03-10
 1. **Te Komiti Mātauranga: Annual Report 2020**
 2. **Ako Ahimura Review of Professional Development for Teachers: Annual Report 2020**
 3. **Complaints & Appeals (Non-Academic): Annual Report 2020**
 4. **Complaints & Appeals (Academic): Annual Report 2020**
 5. 2021 WEEK 19: 2021-05-05
Submissions due: 2021-04-21
 1. **Ako Ahimura Review of Student Course Surveys: Annual Report 2020** –
Update: Reporting requirements TBC between Chair, Secretary, Maura Kempin and Simon Tries.
 2. **Degree Monitoring: Annual Report 2020**
 3. **Assuring Consistency: Annual Report 2020**

1.6.3. Ngā Tautapu Arotake | Actions Tracker (Updates)

Updated: 2021-01-14

Tāmaki-Makaurau Strategy

Te Komiti raised discussion regarding the development and possible implementation path for the Tāmaki-Makaurau Strategy. In late 2020, commitment was given by the Chief Executive to consultation with Unitec staff before the Strategy would come into effect for Unitec. Additionally, Te Komiti would like to receive assurance that the Strategy has been approved by Te Pūkenga as being aligned with its own nationwide strategy/ies.

Action-046 Committee Work Plans

2020-12-02: Work in progress.
2021-02-10: (As per discussion recorded under Section 1.6.2.)
Status: ACTIVE

Action-059 Strategy, Policy & Procedure Approval Process

2020-12-02: Work in progress.

2021-02-10: No new updates.

Status: ACTIVE

2. Mea Hei Whakaae | Items to Approve

2.1. Future Academic Governance Committee (AGC) Arrangements

Presenter/s: Simon Nash

The Chair presented the history of consultation, response to feedback and summary of changes in the development of the draft Terms of Reference 2021 for Te Komiti.

Te Komiti noted the standard allowance for Extraordinary Meetings to be called as needed, plus the two Extraordinary Meetings which are in the process of being scheduled to follow SDR Reporting.

MOTION

1. That Te Komiti Mātauranga approves the changes to Terms of Reference for Quality Alignment Board, Ako Ahimura and Academic Approvals Committees.
2. That Te Komiti Mātauranga discusses the changes to Terms of Reference for Academic Committee, and approves their recommendation by the Chair for approval to the Unitec-MIT Board.
3. That Te Komiti Mātauranga approves a change to six-weekly meeting cycle for Quality Alignment Board, Ako Ahimura and Te Komiti Mātauranga | Academic Committee.

Moved: S Tries

Seconded: C King

MOTION CARRIED

3. Mea Hei Kōrero | Items to Discuss

3.1. Unitec-MIT Integration Issues

Presenter/s: Simon Nash

Te Komiti discussed in depth a number of issues related to the integration of Unitec and MIT leadership.

Various Matters

- Metrics that may be used by Te Pūkenga to advise integration approaches
- Unitec and MIT are still two separate subsidiaries, but activity is happening as though we are merging into one.
- Value of Unitec-MIT integration activity in view of stronger integration with Te Pūkenga in 2022

- “Integration” refers to “collaboration” more than “merging”.
- A need for direction or guidelines on what information can or cannot be shared between Unitec and MIT
- Loss of identity of Unitec to respond to press releases due to Unitec no longer having a distinct ELT
- Uncertainty on how to respond to external / grassroots questions regarding cultural safety at Unitec
- With non-adherence to Te Noho Kotahitanga and Manaakitia Te Rito, negative impacts have been felt by staff and learners, and in the wider community that Unitec serves. When these were adhered to, positive impacts were clear among staff, learners and community.
- Lack of awareness of any plan to managing the fallout, both internal and external, of recent events
- Lack of communication between the integrated ELT and Unitec Student Council.
- Governance role of Te Komiti to hold the integrated ELT accountable
- Seeming of reluctance of Te Pūkenga to actively govern decisions of subsidiary Boards until the start of 2023
- Lack of active communication from the integrated ELT or Board with Te Komiti
- Notice of development of a communications plan by the CE and integrated ELT in response to the recent issues, with communications to be released soon
- Need for communications to be crafted and sent directly to the Learner collective

Cultural Safety

- An appropriate level of leadership should consider an investigation into how the recent issues occurred, given that so much time and energy has been and is being consumer by this “disaster”. Tendering of resignations should also be considered.
- After leadership communications are issued in the near future, Te Komiti needs to take note of the actions and effective response that follows to ensure that it is more than words. The actions need to genuinely align with how integration and leadership should have happened originally.
- The majority of our learners will arrive on campus on March 1 and we need to focus on manaaki of them.
- Concerns on the feasibility of the effective continuation of Te Noho Kotahitanga and Manaakitia Te Rito when the integrated ELT and Board appear disengaged from them and the Rūnanga has mostly resigned.
- Apparent lack of involvement by the Te Pūkenga DCE Transformation in resolving the issues related to Unitec-MIT integration (which is a form of ‘transformation’), particularly given her being the previous Interim CE of Unitec and leading the development of Manaakitia Te Rito.
- Noted that the Rūnanga has not endorsed the Pledge being developed by the integrated ELT/Board.
- ELT and Board still has no Māori representation.
- Integration activity appears to have proceeded with no consultation of Student Voice.
- Many of the ELT come from professional backgrounds which are not closely related to tertiary education. Operating models from other sectors, particularly corporate sectors, should not be pushed onto the ways of working within a statutory academic institute without deep genuine consultation and strong buy-in at every level.

- A response plan needs to be very clear on timelines of exactly when response activities will occur.
- The integrated ELT may have too little capacity to effectively lead two separate institutes.
- The latest EER Report shows how Unitec has progressed in recent years and that gives Te Komiti justification to continue holding the ELT and Board accountable.

Te Komiti proceedings paused for a break from 0952h to 1004h.

Tamaki Strategy

- Commitment has been given from the Chief Executive that consultation with Unitec staff shall occur in some form.
- The Strategy, in its current form, does not appear to have been built from the ground up or have strong buy-in from staff, learners and community.
- Where the Strategy is at in its development is unknown, whether it is just in formation, almost final or fully finalized.
- The Terms of Reference for Te Komiti include to advise the Board on strategies and academic direction. It appears that the Strategy should receive Te Komiti approval before any implementation begins.

EER Recommendations

- NZQA intends to undertake short-form non-category-bearing EERs which will continue to fulfil its legislative obligations. They will be focused on programme delivery and probably have more negotiated scope. The future scope is all under review.
- Concern was raised that Unitec could be investing time and resource into integrating with MIT, only to not realize the full benefits due to Te Pūkenga coming into fuller effect in 2023. No one seems to know what the plan is around these matters.

ACTION →

1. Tāmaki-Makaurau Strategy – Chair to request more information from the ELT and the Board.
2. Tāmaki-Makaurau Strategy – Chair to intently invite the Chief Executive to discuss the Strategy at the next hui of Te Komiti.
3. Te Pūkenga – S Nash, S Tries, D Weinholz and M Carroll to develop a reporting framework based on the Te Pūkenga pathway, and aim to align with any MIT approach.
4. Unitec-MIT Integration Issues – Chair to write to ELT and Board regarding concerns and feedback raised by Te Komiti Mātauranga, requesting responses / information as appropriate and that the Chief Executive attend Te Komiti hui to discuss the issues.

4. Ngā Tukunga | Items to Receive

4.1. Strategic Reporting

Te Komiti noted that no reports were required for the following headings this meeting. Written reports shall be required for the next meeting.

4.1.1. Māori Success

Presenter/s: Toni Rewiri

Nothing to report. Reporting on / See Me shall resume.

4.1.2. Pacific Success

Presenter/s: Falaniko Tominiko

From SDR data, Pacific success has improved in First Year Retention in 2020 compared to 2019. Progression rates also improved. Course completion dropped, but that may not be accurate as grade entry has not yet completed. The Qualification Completion Rate in 2020 was higher than 2019 due to the 2020 cohort being larger, even though the percentage of graduands was lower.

4.1.3. International Success

Presenter/s: Annette Pitovao

A larger number of students remained onshore over the EOY and so pastoral care continued significantly over the summer break.

4.1.4. Under-25s Success

Presenter/s: Andrea Thumath

No report was presented due to apologies from A Thumath with no proxy available as the team were intensely occupied with welcoming learners to Unitec.

4.1.5. Student Success

Presenter/s: Annette Pitovao

Attestations for Domestic and International Codes of Practice are underway, plus reporting to Te Komiti on Complaints for 2020. Expressions of Interest to join the Learner Outreach Project close on Friday.

4.1.6. Student Voice

Presenter/s: Aroha Dykes

Te Komiti commended A Dykes for the Student Voice expressed in the presented Press Release.

Student Voice reached out for a meeting with the Unitec ELT pre-integration and again with the Unitec-MIT ELT post-integration. The CE has indicated intention to meet in the next few weeks.

Te Komiti received confirmation that the kōrero of the current hui supports the needs and current anxiety of learners.

Te Komiti were inspired to see that the new Student Voice 2021 has been proactive even before the start of Semester 1.

Recruitment and selection of a Student Representative to sit on Te Komiti as per the Terms of Reference, in addition to the Student President, are underway and aiming to complete in

the next six weeks, with a desire that that person will be a learner with postgraduate experience.

MOTION

That Te Komiti Mātauranga receives the Strategic Reporting for:

1. Māori Success
2. Pacific Success
3. International Success
4. Under-25s Success
5. Student Success
6. Student Voice

Moved: A Dykes

Seconded: A Pitovao

MOTION CARRIED

4.2. Subcommittee Reporting

Te Komiti agreed to defer the business of Subcommittee Annual Reports to the next hui.

- URC Annual Report 2020
- PGRSC Annual Report 2020
- AA-LTC Annual Report 2020
- QAB Annual Report 2020

4.2.1. Te Komiti Rangahau o Unitec

Presenter/s: Marcus Williams URC

Nothing to add beyond the regular Chair Report.

4.2.2. Te Komiti Tikanga Matatika

Presenter/s: Marcus Williams UREC (via Asher Lewis)

Consideration is being given to the establishment of an Animal Ethics Committee. At present, Unitec has no such committee and they are quite expensive to operate. Not every ITP has such a committee. Te Pūkenga is said to be forming one which would ostensibly service all ITP subsidiaries.

4.2.3. Te Komiti Whakahaere a ngā Pia

Presenter/s: Marcus Williams PGRSC

Nothing to add beyond the regular Chair Report.

4.2.4. Te Komiti Whakamana Hotaka Hou

Presenter/s: Simon Tries AAC

Annual Report expected to be ready for the next hui of Te Komiti.

4.2.5. Ako Ahimura

Presenter/s: Maura Kempin AA-LTC

4.2.5.1. *Ako Ahimura Annual Report (2020)*

Presenter/s: Maura Kempin

4.2.5.2. *Ako Ahimura Review of Student Net Promoter Score (NPS) Survey Results (Semester 2, 2020)*

Presenter/s: Maura Kempin

The key message of the report is that the results are excellent. For the first ever since this reporting began, every single School has achieved a positive NPS result.

Te Komiti agreed that future reports should be a jointly authored between Student Success and Te Puna Ako in order to have adequate analysis and interpretation of data.

Through the twice-yearly being-planned Extraordinary Meetings, Te Komiti expects to undertake institutional-level analysis and response to NPS results.

ACTION → A Pitovao (Student Success) and M Kempin (Te Puna Ako) to collaborate and update the next hui of Te Komiti on improvements to the NPS Survey Result distribution, reporting and feedback to students.

4.2.6. Te Poari Whai Kouna

Presenter/s: Simon Tries QAB

Nothing to add beyond the regular Chair Report.

4.2.7. Academic Recovery Committee

Presenter/s: Chris King

ARC no longer meets and has no plans to meet unless the COVID-19 Lockdown situation changes. A self-assessment discussion has been undertaken and a summary report is expected to be ready for presentation to the next hui of Te Komiti.

MOTION

That Te Komiti Mātauranga receive the reporting for:

- 4.2.1. Te Komiti Rangahau o Unitec
- 4.2.2. Te Komiti Tikanga Matatika
- 4.2.3. Te Komiti Whakahaere a ngā Pia
- 4.2.4. Te Komiti Whakamana Hotaka Hou
- 4.2.5. Ako Ahimura
- 4.2.5.2. Ako Ahimura Review of Student NPS Survey Results (Semester 2, 2020)
- 4.2.6. Te Poari Whai Kouna
- 4.2.7. Academic Recovery Committee

Moved: M Williams

Seconded: K Barry

MOTION CARRIED

4.3. Quality Management System (QMS) Reporting

Te Komiti noted that from the next hui, a single summary report covering the Trackers for Consistency Reviews, Degree Monitoring and Programme Reviews shall replace the individual memo reports on each one.

4.3.1. Programme Developments

Presenter/s: Simon Tries

4.3.2. Consistency Reviews

Presenter/s: Simon Tries

Changes are expected as Te Pūkenga works further on this area.

4.3.3. Degree Monitoring

Presenter/s: Steve Marshall

4.3.4. Programme Reviews

Presenter/s: Simon Tries

4.3.5. Academic Risk Management

Presenter/s: Simon Tries

Trude Cameron is reviewing the Academic Risk Management process.

4.3.6. Te Pūkenga Updates

4.3.6.1. *Email from Te Pūkenga*

Te Komiti noted the email's reference to Te Pae Tawhiti which received input in 2020 from G McKay, T Rewiri and S Nash, and that every ITP had been asked to provide an initial self-assessment against it. G McKay, T Rewiri and S Nash collaborated on a report for Unitec which was due 2020 EOY. A draft was submitted to Te Pūkenga and G Gilmore is now responsible for it as CE of Unitec. The status of the report within Te Pūkenga processes is unknown.

ACTION → Chair to request G Gilmore that Te Pae Tawhiti and the Unitec draft response be shared with or presented to Te Komiti.

4.3.6.2. *Transition Pathway*

Te Komiti noted the visual table showing an outline of the transition intended under Te Pūkenga, and discussed changes to the programme and qualification structure of Master's degrees and how this may affect the number of programmes and qualifications and the possible role of PTEs and Workforce Development Councils.

4.3.6.3. *NZ Student Regulations*

This mahi is incorporated within a Te Pūkenga Workstream known as Regulation Excellence. Progress is underway to develop a consistent approach across all ITPs. Programme Regulations will come under Student Regulations. Drafting of various sections is underway with short iterations of consultation.

MOTION

That Te Komiti Mātauranga receive the reporting on:

- 4.3.1. Programme Developments
- 4.3.2. Consistency Reviews
- 4.3.3. Degree Monitoring
- 4.3.4. Programme Reviews
- 4.3.5. Academic Risk Management
- 4.3.6. Te Pūkenga Updates

Moved: M Kempin

Seconded: F Tominiko

MOTION CARRIED

4.4. Ngā Rīpoata | Other Reports

4.1.1. Priority Groups 2021 – Learners with Disabilities

Presenter/s: Annette Pitovao

Further developments on how to approach and implement this mahi within Unitec shall be reported as they occur.

MOTION

That Te Komiti Mātauranga receive the reporting on:

- 4.3.1. Programme Developments
- 4.3.2. Consistency Reviews
- 4.3.3. Degree Monitoring
- 4.3.4. Programme Reviews
- 4.3.5. Academic Risk Management
- 4.3.6. Te Pūkenga Updates

Moved: T Rewiri

Seconded: C King

MOTION CARRIED

5. Kupu Whakamutunga | Closing

5.1. Ētahi Kaupapa Anō | Any Other Business (AOB)

(None)

5.2. Committee Self-Assessment

Topic: Aims and Concerns for Te Komiti Mātauranga in 2021

Te Komiti noted that:

- Focus of discussion should move to a higher level of what information is desired up from discussion of simply what is received.
- The new integrated ELT, including the Chief Executive, should participate in Unitec powhiri prior to the next hui of Te Komiti.
- Any comparison or benchmarking of student success rates between MIT and Unitec should take into consideration the two very different environments and ways of working. However, comparing EPIs could be valid.

Te Komiti commended the Chair for building a platform for rich conversation in freedom of speech without fear which facilitated growth for Te Komiti and the institute. It is important to continue this “committee culture” under the subsequent Chair. Te Komiti noted several koha to pass to the incoming Chair.

- Continue the promotion of freedom of speech and depth of kōrero within Te Komiti.
- Understand that Te Komiti is more than simply a body to approve or receive items, but a forum to engage in rich, deep, authentic kōrero in an atmosphere that blends both collegial joviality and professional seriousness.
- Consider a way that S Nash could remain a member of Te Komiti.
- Ensure understanding of the multiple Unitec Strategies and how they interweave.
- Ensure understanding of the importance and embedding of our Unitec values of Te Noho Kotahitanga.
- Suggestion that the incoming Chair first attend several hui of Te Komiti as a member before taking up the role of Chair.

Te Komiti thanked S Nash for his service as Chair from 2019 to now.

5.3. Karakia Whakamutunga | Closing Prayer

Ka wehe atu tātou
I raro i te rangimārie
Te harikoa
Me te manawanui
Haumi ē! Hui ē! Taiki ē!

*We are departing
Peacefully
Joyfully
And resolute
We are united, progressing forward.*

READ & CONFIRMED

Chair:

Date: yyyy / mm / dd