



minutes

Te Komiti Whakamana Hotaka Hou | Academic Approvals Committee

Date: **2021-02-09**
Location: **180-2044**
Chair: **Simon Tries**

Scheduled

Start: 0830h
End: 1030h

Actual

Start: **0830h**
End: **1008h**

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 | Welcome Speech

1.2.1. Committee Self-Assessment Topic

Refer to: *Item 1.5.2.*

Topic: Discussion of Work Updates by Te Pūkenga

1.2.2. Key Dates

The Committee noted the following dates for AAC mahi.

1. Complete Submissions Due to AAC Email Account
COB Monday, 2021-02-15
>> *Programme Teams*

2. Pre-Check of Applications
COB Thursday, 2021-02-18
>> *Secretariat & Chair*
3. Agenda & Reading Allocations
COB Friday, 2021-02-19
>> *Secretary & Chair*
4. Evaluation Form AAC Feedback (Sharepoint)
COB Thursday, 2021-02-25
>> *AAC Members*
5. AAC Feedback to Programme Team/s
COB Friday, 2021-02-26
>> *Secretariat*
6. Programme Team Response to AAC Feedback
COB Friday, 2021-03-05
>> *Programme Teams*
7. AAC Meeting
0830h – 1030h, Tuesday, 2021-03-09
>> *AAC Members & Programme Team Representatives (notified by Secretariat)*

1.2.3. Chair Reporting, Te Komiti Mātauranga

The Committee reviewed and noted the AC Chair Report for December 2020.

1.2.4. Chair Reporting, Te Komiti Whakamana Hotaka Hou

The Committee reviewed and noted the AAC Chair Report for December 2020.

1.2.5. Chair Reporting, Te Komiti Matua of te Komiti Whakamana Hotaka Hou

The Committee reviewed and noted the AACSC Chair Report for January 2021.

1.3. Tae Ā-Tinana | Attendance

Mema | Members Present

- | | |
|------------------------|----------------------|
| 1. (Chair) Simon Tries | 7. Maureen Perkins |
| 2. Chris Murphy | 8. Prabhat Chand |
| 3. Dila Beisembayeva | 9. Sarah Sommerville |
| 4. Ioane Aleke Faavae | 10. Steve Marshall |
| 5. Jackie Tims | 11. Steve Varley |
| 6. Kate Barry | |

Kairiwhi | Proxies

(None)

Akutō | Late

(None)

Ngā whakapāha | Apologies

1. Kimoro Taiepa
2. Malama Saifoloi
3. Rakesh Patel

Kore i tae ā-tīnana | Absent

1. Niranjan Singh

Kōrama | Quorum

A minimum of 8 members was required.
Quorum was achieved and held.

Hunga mahi | Staff in Attendance

1. **(Secretary)** Daniel Weinholz

MOTION

That Te Komiti Whakamana Hotaka Hou accept the apologies for the meeting.

Moved: K Barry

Seconded: P Chand

MOTION CARRIED

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

That Te Komiti Whakamana Hotaka Hou approve the Minutes of the following meeting/s.

- 2020-11-11 AAC Regular meeting
- 2021-01-25 AACSC (Type 1 Changes)
- 2021-01-25 AACSC (Type 2 Changes)

Moved: D Beisembayeva

Seconded: S Varley

MOTION CARRIED

1.5. Mahia Atu | Matters Arising

(None)

1.6. Committee Management**1.6.1. Attendance Tracker**

The Committee noted the lack of a member from Environmental and Animal Science for the whole of the year 2020.

1.6.2. Work Plan Tracker

The Committee noted that the Work Plan shall be updated throughout 2021 as needed due to the effect of possible developments with Te Pūkenga, NZQA, Te Komiti Mātauranga and MIT-Unitec Integration.

1.6.3. Ngā Tautapu Arotake | Actions Tracker

Action-001 Implementation of MIT HyFlex Model

Antoinette has reviewed the relevant courses. Students can complete their coursework through Moodle whether they attend class or not. Update on action status expected at next meeting.

Action-003 Programme Documents and Priority Group Strategies

(To be discussed later in meeting.)

Action-006 Te Noho Kotahitanga and Programme Documentation

(To be discussed later in meeting.)

Action-007 Learning and Teaching Strategy

Simon Tries is to present the Strategy to the Committee at the next hui.

2. Mea Hei Whakaae | Items to Approve

2.1. Applications for Programme Approval and / or Accreditation

2.1.1. Micro-credentials

The Committee discussed the evaluation feedback comments for each of the five Micro-credential applications. D Beisembayeva represented the Programme Team and abstained from voting on the approval of the applications.

2.1.1.1. *Introduction to Arc Welding (Manual Metal Arc Welding) Micro-credential scheme (Level 3, 10 credits)*

MOTION

That Te Komiti Whakamana Hotaka Hou endorse application of the following Micro-credential for approval by Te Komiti Mātauranga and NZQA.

- Introduction to Arc Welding (Manual Metal Arc Welding) Micro-credential scheme (Level 3, 10 credits)

Subject to the following condition/s:

- The inclusion of a grading scale
- That the School investigate options for students to obtain relevant equipment through “course related costs” (requires TEC approval)

Moved: M Perkins

Seconded: P Chand

MOTION CARRIED

2.1.1.2. *Introduction to TIG Welding (Gas Tungsten Arc Welding) Micro-credential scheme (Level 3, 10 credits)*

MOTION

That Te Komiti Whakamana Hotaka Hou endorse application of the following Micro-credential for approval by Te Komiti Mātauranga and NZQA.

- Introduction to TIG Welding (Gas Tungsten Arc Welding) Micro-credential scheme (Level 3, 10 credits)

Subject to the following condition/s:

- The inclusion of a grading scale
- That the School investigate options for students to obtain relevant equipment through “course related costs” (requires TEC approval)

Moved: S Varley

Seconded: P Chand

MOTION CARRIED

2.1.1.3. *Introduction to MIG Welding (Metal Inert Gas Welding) Micro-credential scheme (Level 3, 10 credits)*

MOTION

That Te Komiti Whakamana Hotaka Hou endorse application of the following Microcredential for approval by Te Komiti Mātauranga and NZQA.

- Introduction to MIG Welding (Metal Inert Gas Welding) Micro-credential scheme (Level 3, 10 credits)

Subject to the following condition/s:

- The inclusion of a grading scale
- That the School investigate options for students to obtain relevant equipment through “course related costs” (requires TEC approval)

Moved: S Sommerville

Seconded: M Perkins

MOTION CARRIED

2.1.1.4. *Painting and Decorating (pre-trade) Micro-credential Scheme (Level 3, 18 credits)*

MOTION

That Te Komiti Whakamana Hotaka Hou endorse application of the following Microcredential for approval by Te Komiti Mātauranga and NZQA.

- *Painting and Decorating (pre-trade) Micro-credential Scheme (Level 3, 18 credits)*

Subject to the following condition/s:

- The inclusion of a grading scale

- That the School investigate options for students to obtain relevant equipment through “course related costs” (requires TEC approval)

Moved: S Sommerville

Seconded: C Murphy

MOTION CARRIED

2.1.1.5. *AWS re/Start Micro-credential scheme (Level 5, 40 credits)*

MOTION

That Te Komiti Whakamana Hotaka Hou endorse application of the following Microcredential for approval by Te Komiti Mātauranga and NZQA.

- *AWS re/Start Micro-credential scheme (Level 5, 40 credits)*

Subject to the following condition/s:

- The purpose statement be amended to specify the rationale for the micro credential and noting the intended the target audience
Details of the workplace arrangements, including a copy of the tripartite agreement, and an outline of how the equity of experience for all learners will be maintained, be made more explicit
- Course related resourcing and cost to be checked with Business Analyst
- Clarify that timetabling will meet the needs of the target groups; underrepresented groups in IT (namely Māori/Pasifika/women).

Moved: M Perkins

Seconded: P Chand

MOTION CARRIED

2.2. Type 2 Development and Improvement Consolidated Requests

(None)

3. Mea Hei Kōrero | Items to Discuss

3.1. NZQA Application Outcomes

Presenter/s: Jackie Tims (Lead – Programme Development, Te Korowai Kahurangi)

All applications submitted in 2020 were approved by NZQA with the exception of one. This application was withdrawn prior to a decision being made by NZQA. Programme Development Reporting is to start from next hui of the Committee.

4. Ngā Tukunga | Items to Receive

4.1. Regular Reports

4.1.1. Programme Developments

Presenter/s: Jackie Tims
(Lead – Programme Development and Management, Te Korowai Kahurangi)

(None)

5. Kupu Whakamutunga | Closing

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

(None)

5.2. Committee Self-Assessment

Topic: Discussion of Work Updates by Te Pūkenga

Interest is being shown in the processes and structures around Programme Development, and in developing “parent programmes” that would be shared by all Te Pūkenga subsidiary ITPs. Discussion has proposed the use of the Bachelor of Engineering Technology as a model of a programme that is centrally regulated and with delivery across multiple ITP sites. Other topics under consideration include the following.

- How the Workforce Development Councils and the Centres of Vocational Excellence would engage with the parent programmes
- The need for a balance of local requirements versus central requirements in regards to content and delivery
- The feasibility of students starting a programme in one regional ITP subsidiary then finishing it in another region

The Committee also discussed the connection of the Committee to the Schools, the activity required to occur over this connection and role of School Representative Members on the Committee who are interfacing between the two entities. Discussion then extended to the roles of Programme Academic Quality Committees and their AAQs (Administrators – Academic Quality), and the partnership between the Schools and Te Korowai Kahurangi.

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!*