



# minutes

## Te Komiti Mātauranga | Academic Committee

Type: Regular Meeting  
Date: Wednesday, 2021-06-16  
Scheduled Time: 0830h – 1130h  
Chair: Martin Carroll  
Location: 180-2045

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Meeting opened: 0831h

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### 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!*

Everybody present stood and joined together in the karakia timatanga.

## 1.2. Tae Ā-Tinana & Ngā Whakapāha | Attendance & Apologies

### 1.2.1. Mema | Member Attendance

- |  |  |                                  |
|--|--|----------------------------------|
| 1. (Chair) Martin Carroll                  | 7. Falaniko Tominiko<br>(Arr. 0854h)         | 11. Katie Bruffy                 |
| 2. Andrea Thumath                          | 8. Gus Gilmore<br>(Dep. 1025h)               | 12. Lee Baglow                   |
| 3. Anne McKay                              | 9. Irene Farnham<br>(Arr. 0835h; Dep. 1052h) | 13. Liz Rainsbury                |
| 4. Annette Pitovao                         | 10. Kate Barry<br>(Dep. 1048h)               | 14. Marcus Williams              |
| 5. Aroha Dykes<br>(Arr. 0835h; Dep. 1057h) |  | 15. Simon Nash                   |
| 6. Chris King                              |  | 16. Simon Tries                  |
|  |  | 17. Toni Vaughan (nee<br>Rewiri) |

#### Resolved:

That Te Komiti Mātauranga approve the Chief Executive's appointment via nomination of Dr Simon Nash, DCE Learner Experience and Success to Te Komiti Mātauranga | Academic Committee.

Moved: G Gilmore

Seconded: K Barry

**Motion: CARRIED**

### 1.2.2. Kōrama | Quorum

The Chair noted and declared that a quorum of 10 members was present.

### 1.2.3. Ngā Whakapaha | Member Apologies

1. Aroha Dykes - *Lateness*
2. Falaniko Tominiko – *Lateness*

#### Resolved:

That Te Komiti Mātauranga receive the apologies for the meeting.

Moved: A Pitovao

Seconded: T Rewiri

**Motion: CARRIED**

### 1.2.4. Korenga | Member Absences

- (None)

### 1.2.5. Hunga Mahi | Staff in Attendance

1. (Secretary) Daniel Weinholz
2. Trude Cameron

### 1.3. Whakahaere o te Komiti | Committee Management

#### **1.3.1. Tracker: Attendance**

*Related: Action-060: Attendance of Chief Executive*

Te Komiti noted:

- The attendance for the year to date and the presence of the Chief Executive when his schedule permits
- The intention of the Chair (Te Komiti Mātauranga) to appoint James Oldfield as Chair (Ako Ahimura) until a permanent Manager of Te Puna Ako is recruited.

#### **1.3.2. Tracker: Work Plan**

Te Komiti noted current and upcoming line items on the Work Plan.

- 1. 2021 Week 13: 2021-03-24**
  - a. Te Komiti Mātauranga Annual Report 2020  
→ S Nash apologised for delayed submission and committed to present the Report to the next hui.
- 2. 2021 Week 25: 2021-06-16**
  - a. (None)
- 3. 2021 Week 27: 2021-06-30 // Submissions due: 2021-06-16**
  - a. Extraordinary Hui o Te Komiti Mātauranga (Institutional Academic Evaluation and Planning)  
→ S Tries aims to have the content ready in time to release to members 1 week ahead of the hui date.
- 4. 2021 Week 31: 2021-07-28 // Submissions due: 2021-07-14**
  - a. Research Productivity Traffic Light (RPTL) Report
  - b. QAB Review of Statutory Declaration to NZQA
- 5. 2021 Week 37: 2021-09-08 // Submissions due: 2021-08-25**
  - a. QAB Review of Graduate Survey Report (Graduands 2020)
  - b. Ako Ahimura Review of Student Course Survey Report (Semester 1, 2021)
  - c. Ako Ahimura Review of Student NPS Survey Reports Extracts (Semester 1, 2021)
  - d. Research Annual Report 2020
  - e. Education Code of Practice (Pastoral Care) Performance Self-Assessment Report

#### **1.3.3. Tracker: Actions**

- 1. Action-059: Strategy, Policy & Procedure Approval Process**  
2021-06-16: Te Komiti discussed the historical context under which this action arose and agreed that its relevance has reduced, especially with the formation of Te Pūkenga meaning that future strategies and policies will probably come down from there rather than be developed at the local level. M Carroll reiterated his commitment to ensuring that Te Komiti Mātauranga is given timely opportunity to review and contribute to the local Tāmaki-Makaurau Strategy. Te Komiti Mātauranga agreed that this Action can be closed and that it needs to remain collectively vigilant to ensure it

fulfils its Terms of Reference as best able.

*Status:* **CLOSED**

2. **Action-060: Attendance of Chief Executive**

2021-06-16: The Chair expressed the view of Te Komiti regarding member attendance. The Chief Executive received and understood the expressed view and responded with a commitment to do his best to attend hui whenever possible. The Chair will undertake to notify the Chief Executive in advance when matters of special relevance are coming into an upcoming agenda.

*Status:* **CLOSED**

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

**Resolved:**

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

- Regular: 2021-03-24; 2021-05-05

Moved: S Nash

Seconded: C King

**Motion: CARRIED**

**Resolved:**

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

- Standing: 2021-04-28; 2021-04-30; 2021-05-12; 2021-05-26

Moved: M Carroll

Seconded: S Nash

**Motion: CARRIED**

#### 1.5. Mahia Atu | Matters Arising

- (None)

#### 1.6. Key Dates

Te Komiti noted the AGC Meeting Schedule 2021 (Updated: 2021-06-08) for Te Komiti Mātauranga and its subcommittees.

#### 1.7. Chair Reporting, Te Komiti Mātauranga

Te Komiti noted the Chair Report (2021-05-24) for the month of May with the attachments of the Minutes from both March and May.

**Resolved:**

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

Moved: S Nash

Seconded: M Williams

**Motion: CARRIED**

## 1.8. Committee Self-Assessment: Topic

The Chair introduced the topic of self-assessment to be considered for discussion under Item 5.2.

- To review frequency, relevance and order of committee self-assessment.

## 2. Mea Hei Whakaae | Items to Approve

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### 2.1. Programme Changes: Bachelor of Teaching (Early Childhood Education)

Presenter/s: Simon Tries (Chair, Academic Approvals Committee)

#### Resolved:

That Te Komiti Matua o te Komiti Mātauranga | Academic Committee Standing Committee approve the Bachelor of Teaching (Early Childhood) for submission to NZQA and Teaching Council.

Moved: S Tries

Seconded: K Bruffy

**Motion: CARRIED**

### 2.2. Unitec Submission to RoVE on Simplifying New Zealand Qualifications

Presenter/s: Martin Carroll

The Chair directed members to take a period of time to review the Submission.

Te Komiti discussion included the following points.

- When a programme is developed at a particular ITP, many regional context-specific factors (e.g. resources and priority allocated to that programme and field) influence the design and development. If the programme is then delivered at another ITP, then those mismatches need to be rectified which consumes further resources.
- In principle / provisionally, cautious agreement was expressed for the moves to restructure Master programmes. (Consultation question 1.1 // Page 4, Sentence 2). Consideration needs to be given to how fair assessment standards can be maintained.
- (Consultation question 1.4) Regulatory bodies have legislative authority over their standards. If WDCs were given the same authority, then the legal conflict would need resolution, especially for bodies at sub-degree level.
- (Consultation question 1.1 // Page 4, Sentence 1) Change from “does not dispute” to “agrees”.
- (Consultation question 1.1 // Page 4, Sentence 2) Concern expressed over the wording of “where it is desirable” due to the subjective and indefinite nature of the statement. Who desires such action? What are the criteria for it being desirable or not?
- From the perspective of a learner looking to enter a Master’s programme, it is desirable to have choices of different programmes with distinct ‘flavours’ from across the country. If they are all the same, then that choice is removed or reduced. Some programmes work better for particular types of learners than others. The proposal has a serious and unaddressed risk of learners losing their power to choose between programmes with points of difference.
- Student voice seemed lacking throughout the proposal.

- The proposal has no reference to priority / underserved groups.
- (Page 1) Suggestion to more strongly emphasize that both a learner's *individual identity and needs* and a learner's *group identity and needs* are important.
- Academics and ITPs engage frequently and directly with both industry and learners. Thus, we understand both. However, WDCs will be too distant from learners to be able to understand and respond to their needs in a timely manner. The unique contribution of ITPs as the responsive middleman needs emphasis. It would also mean that Te Pūkenga would have less ability to be responsive in comparison to universities.
- (Page 2, Paragraph 4 and Page 3, Paragraph 4) "Interpreted" needs to be more and stronger.
- (Page 3, Paragraph 4) Change from "providers" to "Te Pūkenga".
- The Submission needs to demonstrate agreement with the positive aspects of RoVE in the introduction.
- Auckland, represented as Unitec and MIT, have unique challenges within the national context in regard to growth and sheer numbers. Our voice needs to be heard and especially considered.
- The Chief Executive expressed commendation and support for the Submission. The Submission raises unintended but important consequences to the role of being an academic. The Submission may seem to raise controversy, but it actually contributes constructively and proposes ways forward.
- The Minister and RoVE tend to issue very short timeframes and they need responses which alert them to slow down.
- The Submission should be socialised throughout the institute shortly.
- Industry and employers are more interested in the final product (i.e. graduates) and are less concerned with the pathway of learning, the "how" of learners becoming graduates and the learner experience.
- Learners do observe that academics listen to student voice and make responsive improvements to courses and programmes, and that academics consistently learn, listen and research better practice. Adult learners are different from high school learners, but the model under proposal is a high school model. Adult learners expect closer proximity to curriculum design and delivery. Even within the high school sector, it is being recognized that the current model of high school learning is archaic and is being reformed to be more responsive to learner voice. It makes little sense to take a model which we know to be near expiry and apply it to the reform of the ITP sector.

Te Komiti expressed interest in receiving a copy of the Te Pūkenga submission and know the position of Te Poari Akoranga on the matter.

Te Komiti commended Simon Tries and Martin Carroll for their quality hard work in composing the Submission to RoVE.

### Resolved:

That Te Komiti Mātauranga endorse the Unitec submission to RoVE on the proposals to simplify New Zealand qualifications and other credentials.

Moved: S Tries

Seconded: M Williams

**Motion: CARRIED**

### 3. Mea Hei Kōrero | Items to Discuss

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#### 3.1. EER Action Plan (draft)

Presenter/s: Simon Tries

- Memo
- Action Plan to address EER Recommendation (draft)

Te Komiti discussion included the following points.

##### *EER Action Plan Recommendation 1*

Unitec holds the view that determination and measurement of the value of outcomes for graduates, both international and domestic, can be via better, richer, more qualitative ways than just quantitative numbers. What these ways could be are yet to be defined, but work is underway toward a new approach.

Te Komiti expressed interest to:

- Add an action specific to International so that they don't get lost in the enlarged scope, noting that the original recommendation was focused on International.
- Add a column for Collaborators in addition to Owner/s, similar to the RACI model.
- Know how long it would take to redesign and implement a new Graduate Survey and outcomes evaluation system. Response noted that an early change is reduction from two surveys per year down to one, which was a recommendation out of Quality Alignment Board.

##### *EER Action Plan Recommendation 2*

Te Komiti noted that:

- All the listed actions (not just for this recommendation) could include the intended outcome: Recommendation > Action > Intended Outcome.
- At least one action should specifically identify the School of Environmental and Animal Sciences.

##### *EER Action Plan Recommendation 3*

**ACTION** → S Tries to distribute among Members of the committee the materials (in some form) constituting the counter-response from the School of Environmental and Animal Sciences to NZQA.

##### *EER Action Plan Recommendation 4*

Te Komiti expressed a desire to see the topic of resourcing, especially for Māori academics, within the scope of a review. Te Komiti heard reporting that Māori learner feedback includes that they sometimes find it hard to be heard and communicate with teaching staff. They consider disrespected in that they pay to be part of the class and yet are not given space to speak and be heard. In some instances, learners have even stopped attending class because of this. Te Komiti acknowledged the issue and noted that changing the culture of an institute is a lengthy process and work is underway to address these matters such as the *See Me* initiatives and Badging.

##### *EER Action Plan Recommendation 5*

Te Komiti felt that the action to “mandate ... Moderation PD” was excessive and needed to be applied on a more consultative case-by-case basis. Some staff are excellent at Moderation and have a deep

understanding of its value. To mandate that all academic staff complete Moderation PD would be both inefficient and could be demeaning for staff morale through a perception of patronisation.

#### *EER Action Plan Recommendation 6*

Te Komiti noted the linkage to the QAB Chair Report which reported that QAB had approved the undertaking of the 2021 Interim PEP process. However, since then a large amount of feedback had been received indicating that this decision may need to be reviewed. Whilst Interim PEPs are seen as being valuable, they only hold value if staff have the mental space and energy to engage deeply. Given the workload strain being reported by academic staff, there is significant risk that even if Interim PEPs were conducted they may not hold the value intended to be had, but could rather be counterproductive in contributing to the existing workload strain. Te Komiti noted that Simon Tries has been commissioned by QAB to develop a proposal for how to reduce the mahi associated with Interim PEPs.

The Chair noted three distinct issues arising from discussion.

Issue 1 – How the institute follows up on the EER Recommendations.

Issue 2 – How the institute could alleviate the workload strain of possibly excessive PEP mahi, noting that Interim PEPs originated in the context of preparing for EER 2020. They achieved what they needed to do. The institute is not yet uniform in quality. Te Komiti

Issue 3 – How a response to Recommendation 6 fits within the broader context of RoVE. Industry consultation and stakeholder engagement is (or should be) broader than just Industry Advisory Committee mahi. Stakeholder engagement cannot not be done; the institute needs to continue improving until a new model is rolled out through RoVE. forward.

#### *EER Action Plan Recommendation 7*

Te Komiti noted that work is underway through Te Puna Ako to develop ways to show that “assessment practices are consistently designed”. Such measures are difficult to define, but the direction of travel is welcome. It will not be achieved rapidly; it is a long-term journey. Te Komiti also noted that the recommendation is to “develop” a plan, not to implement that plan.

#### **Resolved:**

That Te Komiti Mātauranga:

- receive the Draft EER Action Plan
- advise any required changes to the Draft EER Action Plan
- note that:
  - not all key stakeholders noted in the action plan have yet responded to the request for feedback
  - the timeframes for the actions are yet to be confirmed
  - many of the actions in the plan are already underway

Moved: M Carroll

Seconded: C King

**Motion: CARRIED**



## 4. Ngā Tukunga | Items to Receive

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### 4.1. Strategic Reporting

#### 4.1.1. Māori Success

Presenter/s: Toni Rewiri

T Rewiri led Te Komiti in a short impromptu lesson on the correct te reo pronunciation of “Te Pūkenga”.

Presentation noted the highlights / achievements listed in the memo.

Discussion of the parity targets began to consider what the institutional response should be to not achieving the targets, their achievability, establishment of progress milestones and limited resourcing. Te Komiti agreed that such discussion is better deferred to after the Extraordinary Hui: Institutional Academic Evaluation and Planning.

#### 4.1.2. Pacific Success

Presenter/s: Falaniko Tominiko

Presentation noted one additional exception. Extracting information from PEP reporting on Pacific Success has become more difficult than PEP reporting from previous years. This may indicate an institutional loss of focus on strategy.

**ACTION** → Priority Group Directors to discuss the possible loss of institutional focus on strategy evident in the PEP reporting and how to respond to it.

Te Komiti noted positive results in EPI data and good progress on the actions of the Operations Plan.

#### 4.1.3. International Success

Presenter/s: Annette Pitovao

#### 4.1.4. Under-25s Success

Presenter/s: Andrea Thumath

Presentation noted that the Operations Plans are living documents and regularly updated.

Te Komiti noted the continued existence of relational issues between Unitec and partners that UPC has worked hard to gain the trust and respect of. ELT and the Board are still working with stakeholders on resolutions that have many moving parts and voice.

#### 4.1.5. Student Success

Presenter/s: Annette Pitovao

No exceptions reported.

#### 4.1.6. Disabled Learners

Presenter/s: Annette Pitovao

Te Komiti noted that mahi to develop a Strategy is underway in partnership with MIT and the Director of Equity at Te Pūkenga.

#### 4.1.7. Student Voice

Presenter/s: Aroha Dykes (Student President)

The Student President announced that, due to her recent resignation from the position of Student President effective July 2, this hui would be her last at Te Komiti Mātauranga. The Student Council is working on plans for representation until a new Student President is appointed.

##### **Resolved:**

That Te Komiti Mātauranga thank Aroha Dykes for her voice and contribution over her term of service.

Moved: M Williams

Seconded: S Tries

**Motion: CARRIED**

##### **Resolved:**

That Te Komiti Mātauranga receive the Strategic Reporting.

Moved: A McKay

Seconded: S Tries

**Motion: CARRIED**

#### 4.2. Subcommittee Reporting

##### 4.2.1. Te Komiti Rangahau o Unitec

Presenter/s: Marcus Williams URC

- Chair Report: URC 2021-06-04

##### 4.2.2. Te Komiti Tikanga Matatika

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

- Chair Report: UREC 2021-06-08  
Author: Asher Lewis (Secretary, UREC)

**4.2.3. Te Komiti Whakahaere a ngā Pia**

Presenter/s: Marcus Williams PGRSC

- Chair Report: PGRSC 2021-06-04

**Resolved:**

That Te Komiti Mātauranga receive the Chair 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

Moved: M Williams Seconded: L Rainsbury

**Motion: CARRIED****4.2.4. Te Komiti Whakamana Hotaka Hou**

Presenter/s: Simon Tries AAC

- Chair Report – *No new meetings to report on.*

**4.2.5. Ako Ahimura**

Presenter/s: Maura Kempin (departed company) AA-LTC

- Chair Report: AA-LTC 2021-05-26
- Copy of Teacher Capability Development Final Report 2020

Item deferred to next hui.

**4.2.6. Te Poari Whai Kounga**

Presenter/s: Simon Tries QAB

- Chair Report: QAB 2021-06-08

**Resolved:**

That Te Komiti Mātauranga receive the Chair reporting for:

- 4.2.6. Te Poari Whai Kounga

Moved: S Tries Seconded: M Williams

**Motion: CARRIED****4.2.7. Academic Recovery Committee**

Presenter/s: Chris King ARC

ACTION → C King to present reporting for Academic Recovery Committee to next hui.

#### 4.3. Quality Management System (QMS) Reporting

##### **4.3.1 Oversight of Quality Assurance Systems**

Presenter/s: Simon Tries

##### **4.3.2. Academic Risk Management**

Presenter/s: Trude Cameron

- Report (May 2021)

##### **4.3.7. Te Pūkenga Updates**

- (Draft) Academic Regulations 2021-06-02
- (Copy of) Memo – Programme Transition Planning (May 2021)

Te Komiti Mātauranga deferred the following reporting to the next hui.

- 4.3.1. Oversight of Quality Assurance Systems
- 4.3.2. Academic Risk Management
- 4.3.3. Te Pūkenga Updates

#### 4.4. Ngā Rīpoata | Other Reports

##### **4.4.1. Academic Complaints and Appeals**

Presenter/s: Simon Nash (DCE Learner Experience and Success)

- (Copy of) Memo to ELT for 2021-Q1

Item deferred to next hui.

## **5. Whakamutunga | Closing**

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

- (None)

### **5.2. Committee Self-Assessment: Response from Members**

Topic: To review frequency, relevance and order of committee self-assessment.

Te Komiti discussion agreed to alter the practice of committee self-assessment to be a twice-yearly focus rather than every hui. Additionally, members can email feedback to the Secretary at any time; the Secretary will anonymise the feedback and pass it on to the Chair.

### 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.*

Everybody who was present stood and joined together in the karakia whakamutunga.

*Meeting closed:* 1115h

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#### READ & CONFIRMED

Chair:



Date: 2021 / 09 / 14