



agenda

Te Komiti Whakahaere a ngā Pia | Postgraduate Research and Scholarships Committee

Date:	2021-07-06
Scheduled Start:	1400h
Scheduled End:	1600h
Location:	112-4021

SECTION 1 NGĀ KUPU ARATAKI | PRELIMINARIES

- 1.1 Karakia Tīmatanga | Opening Prayer
- 1.2 Mihi Whakatau | Welcome from the Chair
- 1.3 Terms of Reference
- 1.4 Membership 2021
- 1.5 PGRSC Attendance 2021

SECTION 2 STANDING ITEMS

- 2.1 Ngā Whakapāha | Attendance, APOLOGIES & QUORATE STATUS
- 2.2 Pitopito Kōrero o Ngā Hui | MINUTES OF THE PREVIOUS MEETINGS
- 2.3 MAHIA ATU | MATTERS ARISING
- 2.4 PGRSC Dynamic Spreadsheet – Monthly Ratification

SECTION 3 MEA HEI WHAKAAE | ITEMS TO APPROVE

THERE WERE NO ITEMS FOR APPROVAL

SECTION 4 WHAKAWHITI KŌRERO | ITEMS FOR DISCUSSION

- 4.1 Maori Supervisor Advisor
- 4.2 Educational Performance Indicators – Workplan Item
- 4.3 Masters Scholarships Improvements

SECTION 5 NGĀ TUKUNGA | ITEMS TO RECEIVE

- 5.1 Review of Masters Generic Regulations – Workplan Item
- 5.2 Unitec 3MT Competition Flyer
- 5.3 Suspension of Candidature Student Id No.1055479
- 5.4 Summary of Supervisor Register Audit

SECTION 6 KUPU WHAKAMUTUNGA | CLOSING

- 6.1 Ētahi Kaupapa Anō | Any Other Business
- 6.2 Komiti Self-Assessment
- 6.3 Karakia Whakamutunga | Closing Karakia

SECTION 1 NGĀ KUPU ARATAKI | PRELIMINARIES

1.1 Karakia Tīmatanga | Opening Prayer

KARAKIA TĪMATANGA	OPENING PRAYER
<i>Manawa mai te mauri nuku</i>	<i>Embrace the power of the earth</i>
<i>Manawa mai te mauri rangi</i>	<i>Embrace the power of the sky</i>
<i>Ko te mauri kai au</i>	<i>The power I have</i>
<i>He mauri tipua</i>	<i>Is mystical</i>
<i>Ka pakaru mai te pō</i>	<i>And shatters all darkness</i>
<i>Tau mai te mauri</i>	<i>Cometh the light</i>
<i>Haumi ē, Hui ē, Tāiki ē!</i>	<i>Join it, gather it, it is done!</i>

1.2 Mihi Whakatau | Welcome from the Chair

1.3 Te Komiti Whakahaere a ngā Pia Terms of Reference

a) Purpose

To oversee the institute's postgraduate Level 9 and 10 quality systems, to identify areas of good practice and areas for improvement and monitor academic quality issues and trends.

b) Kaupapa

The Postgraduate Research and Scholarships Committee is framed within the values of Kaitiakitanga for the Academic Portfolio and Academic Quality and Mahi Kotahitanga and Ngākau Māhaki for its support of the Level 9 and 10 programmes. The Postgraduate Research and Scholarships Committee is accountable to the Academic Board for ensuring appropriate standards and quality are maintained at Level 9 and 10.

c) Membership

Membership of the Postgraduate Research and Scholarships Committee shall comprise:

- Director, Research and Enterprise
- The Academic Leader of each Postgraduate Programme;
- General Manager, Student Success or nominee;
- The Director, Māori Success or nominee;
- The Director, Pacific Success or nominee;
- One member of the Student Council nominated by the Student Council
- Members, mostly drawn from the academic community, co-opted by the Sub-Committee for a term as required; and
- Members co-opted by the Academic Board for a term as required.

The term of office of appointed members shall be one year.

Appointments shall be made to the Committee at or before the February meeting of the Academic Board each year.

The Chair of the Committee shall be the Director, Research and Enterprise.

d) Terms of Reference

The Postgraduate Research and Scholarships Committee (PGRSC) is a subcommittee of the Academic Board and has the following powers and functions in relation to Level 9 and 10 Masters and Doctoral programmes:

- Approve proposals for Level 10 theses;
- Oversee the processes of the approval of proposals for Level 9 research having 90 or more credits and confirmation of supervisory arrangements (including replacement supervisors);
- Approve registration of supervisors;
- Appoint examiners, conveners and adjudicators for Level 9 research having 90 or more credits and Level 10 research, on the recommendation of the Academic Leader;
- Consider the reports of examiners and declare and approve the final grade for a Level 9 research having 90 or more credits and Level 10 research;
- Award and oversee the administration of Postgraduate Scholarships; and,
- Make recommendations to the Academic Board on changes to the Generic Regulations affecting Postgraduate Programmes as necessary.

e) Reporting

The Postgraduate Research and Scholarships Committee shall report to the Academic Board following each meeting.

f) Document Management and Control

Academic Board Approval	2019-12-11
Academic Board Minute Reference	Item no 4.4.1
Effective Date	2019-12-11
Version	1

1.4 Te Komiti Whakahaere a ngā Pia Membership

A/P Marcus Williams	Chair and Director Research and Enterprise
A/P Iman Ardekani	Doctor of Computing; Master of Computing
Dr Saeideh Aminian	Master of Osteopathy
A/P Leon Tan	Master of Creative Practice; Master of Design
Annabel Pretty	Master of Architecture (Professional)
A/P Matthew Bradbury	Master of Architecture (Research); Master of Landscape Architecture
A/P Liz Rainsbury	Master of Business; Master of International Communication; Master of Applied Practice (Accountancy)
A/P Helen Gremillion	Research Professional Development Liaison, Tūāpapa Rangahau; Master of Applied Practice (Social Practice)
Victor Grbic	Nominee of Director, Māori Success
Dr James Prescott	Nominee of Director, Pacific Success
Dr Catherine Mitchell	Nominee of Director, Student Success
Aroha Dykes	One member nominated by the Student Council
Cynthia Almeida	Secretary

1.5 PGRSC-ATTENDANCE-2021

Present (P) Apology with Proxy (P-AP) Apology with no Proxy(A-AnP) Absent(A)

Member Name	Committee Role	3rd Mar	12th Apr	5th May	2nd Jun	7th Jul	4th Aug	1st Sep	6th Oct	3rd Nov	1st Dec	Total
Voting Members												
Assoc Prof Marcus Williams	Chair Director, Research and Enterprise	P	P	P								2
Assoc Prof Iman Ardekani	Representing DComp and MComp	A-AnP	P-AP	P								1
Saeideh Aminian	Representing M0st	P	P	P								2
Assoc Prof Leon Tan	Representing MCP and MDes	P	A-AnP	P								1
Annabel Pretty	Representing MARCP	P	P	P								2
Assoc Prof Matthew Bradbury	Representing MARCH and MLA	P	P-AP	P								2
Assoc Prof Liz Rainsbury	Representing MBus, MIC and MAP-PA	P	A	P								1
Assoc Prof Helen Gremillion	Representing MAP-SP Research Professional Development Liaison - Research and Enterprise	P	P	P								2
Victor Grbic	Nominee Director, Māori Success	P	P	A-AnP								2
Dr James Prescott	Nominee Director, Pacific Success	P	P	A-AnP								2
Dr Cat Mitchell	Nominee Director, Student Success	P	P	A-AnP								2
Aroha Dykes	Student President, Student Council	A	P	P								1
Quorate Status	7 or more	10	10									20
Non-Voting Members												
Hamza Qazi	Secretary and AAQ-TKK	P	P	P								2
Cynthia Almeida	Postgraduate Academic Administrator	P	P	P								2
Visitors												
Name and designation	1) Asma Munir – Research Administrator 2) Maura Kempin – Manager Te Puna Ako, TePuna Ako 3) Diana Ayling – Senior Lecturer, TePuna Ako		0	1) Asma Munir – Research Administrator								3

NB: the data above treat absences and apologies with no proxy as the same in terms of impact on committee business, i.e. there is no representation by/for that member at that meeting.

SECTION 2 STANDING ITEMS

Section 2.1 Ngā Whakapāha | Attendance, Apologies & Quorate Status

RECOMMENDATION

- That the committee accepts the apologies of today's meeting.
- That the Committee welcomes Dr Hinekura Smith to the PGRSC and Dr Jenny Lee-Morgan to talk to item Whakawhiti Kōrero | Items For Discussion 4.1 Maori Supervision Advisor
refer to page 11-12

Section 2.2 Pitopito Kōrero o Ngā Hui | Minutes of the Previous Meetings



June-Minutes.pdf

RECOMMENDATION

That the committee approves the minutes of the meeting of 2021-06-01

Section 2.3 Mahia Atu | Matters Arising

	Action	Responsibility	Due Date	Progress
1	To report back to the committee on the progress pertaining to the supervision badge and a reminder that the final draft is shared with the Committee before it is forwarded for processing	Assoc Prof Helen Gremillion	25 th June 2021	In progress See Note 1.
2	To follow up in July with Rakesh Patel regarding the update on the task related to resolving the issue of sub-90 credits ENR courses EPI reporting.	Assoc Prof Marcus Williams	23 rd July 2021	hold until August meeting
3	To provide suggestions at the next meeting regarding consideration of the PGRSC terms of reference for sub 90 credit theses, mentioned in agenda item 13 of the PGRSC meeting dated 12/04/2021.	Dr James Prescott And Assoc Prof Liz Rainsbury	25 th June, 2021	In progress See Note 2.
4	To initiate meetings with Dr Hinekura Smith and Assoc Prof Helen Gremillion to discuss Kaupapa Māori Research PD options and potential involvement with a future Community of Practice for supervisors.	Assoc Prof Marcus Williams	25 th June, 2021	Completed
5	To contact Marketing and Student Events to plan ways for sharing PG scholarship on Unitec Social Media – Facebook, Instagram, Twitter, LinkedIn.	Asma Munir	25 th June, 2021	Completed
6	To remind the committee in the September PGRSC meeting that the Director's priority success and Leaders of the programmes can use their discretion to distribute the scholarship amount in 2 semesters if they wish to distribute their scholarships over both semesters if preferable.	Assoc Prof Marcus Williams	7 th September, 2021	In-Progress

	Action	Responsibility	Due Date	Progress
7	To contact Steve Marshal-Te Korowai Kahurangi (TKK) to ensure that the PG scholarship information is included in the online Moodle Student Handbooks.	Asma Munir	25 th June, 2021	Completed
8	To meet Ruth Marsters-Student Event and Communication Manager and work out ways to improve the scholarship search at the Unitec websites by including more intelligent filters.	Asma Munir	25 th June, 2021	Completed See Note 2.
9	To find out the costs to improve the scholarship search functionality of the Unitec scholarship page.	Asma Munir	25 th June, 2021	Completed See Note 3.
10	To review the Masters generic regulations based on the approved terms of references and present the summary in the August PGRSC meeting.	Assoc Prof Marcus Williams, Cynthia Almeida and Hamza Qazi	25 th June, 2021	In-Progress Agenda item
11	To review the EPI Data for negative promoters and anomalies, and will share the issues, with reason and possible solutions with the committee in the next PGRSC meeting.	Assoc Prof Marcus Williams, Cynthia Almeida and Hamza Qazi	25 th July. 2021	In-Progress Agenda item
12	To communicate these suggestions to Jeff Honey-Insights Business Partner, Te Korowai Kahurangi.	Assoc Prof Marcus Williams	July 2021	In progress

NOTE:

1. Helen Advised that this is in the hands of Diana Ayling
2. Asma had a meeting with Marketing and Scholarships Team. The interface of Unitec website is changing next year (no confirm date) but Marketing is open for improvement ideas and suggestions.
3. Asma reported that due interface changes, there is no point investing money and energy in current webpage. Currently most schools operate their own social media pages and some promote our scholarship there, one example here: https://www.instagram.com/unitec_school_of_architecture/ also had a chat with Kim (Digital Marketing Coordinator), regarding those multiple Unitec socials media pages, and who operates them.

Section 2.4 Dynamic Spreadsheet – Monthly Ratification[PGRSC Dynamic Research Proposal Tracker final](#)**RECOMMENDATION**

That the committee approves the PGRSC Dynamic spreadsheet as being accurate record of student data at this point of time.

SECTION 3 MEI HEI WHAKAAE | ITEMS TO APPROVE

There were no items to approve

SECTION 4 WHAKAWHITI KŌRERO | ITEMS FOR DISCUSSION

Section 4.1 Maori Supervision Advisor

refer to [11-12](#)

Section 4.2 Educational Performance Indicators – *Workplan Item*

refer to [pg 13-15](#)

Section 4.3 Masters Scholarships improvements

Refer to [pg 16-17](#)

SECTION 5 NGĀ TUKUNGA | ITEMS TO RECEIVE

Section 5.1 Review of Masters Generic Regulations-Workplan item

refer to [pg 18-19](#)

Section 5.2 Unitec 3MT Competition Flyer

Refer to [pg 20](#)

Section 5.3 Suspension of Candidature Student ID No.1055479

refer to [pg 21-22](#)

Section 5.4 Summary of Supervisor Register Audit

Refer to [pg 23](#)

Section 5.5 Record of Doctoral/Masters research grades Semester 2, 2020

refer to [pg 24-26](#)

SECTION 6 KUPU WHAKAMUTUNGA | CLOSING

Section 6.1 Ētahi Kaupapa Anō | Any Other Business

Section 6.2 Komiti Self-Assessment

Te Komiti Rangahau o Unitec | Unitec Research Committee Self-Assessment

Purpose: NZQA requires the Committees of Unitec's Academic Board to provide evidence of self-assessment.

Te Komiti Rangahau o Unitec Self-Assessment Provocations

- Can we improve the way the committee is run?
- Is time well managed?
- Are issues under discussion well-handled and resolved?
- Are the agenda and minutes well handled?
- Are the perspectives of committee members respected and heard?
- Are actions completed and accounted for?
- Were there matters raised and dealt with in the meeting that were particularly helpful or unhelpful?
- Does the committee oversee and ensure compliance within its mandate?
- Does the committee show foresight and proactively engage in continuous improvement?
- Does the committee review and improve the relevant policies, guidelines and regulations?

Section 6.3 Karakia Whakamutunga | Closing Karakia

TE KARAKIA WHAKAMUTUNGA	CLOSING PRAYER
<i>Ka wehe atu tātou</i>	<i>We are departing</i>
<i>I raro i te rangimārie</i>	<i>Peacefully</i>
<i>Te harikoa</i>	<i>Joyfully</i>
<i>Me te manawanui</i>	<i>And resolute</i>
<i>Haumi ē, Hui ē, Tāiki ē!</i>	<i>We are united, progressing forward!</i>

Unitec New Zealand Limited

Meeting of TE KOMITI WHAKAHAERE A NGĀ PIA | Postgraduate Research and Scholarships Committee

Date of Meeting: 2021-07-06

Title	Maori Supervision Advisor
Provided by:	Marcus Williams 11 June, 2021
For:	DISCUSSION

Recommendation

That the Committee welcomes Dr Hinekura Smith and discusses the integration of her Kaupapa Maori expertise into the programmes that offer Masters degrees at Unitec. Professor Jenny Lee-Morgan will join the committee for this discussion.

Information/Background

This appointment emerged from the work of the PGRSC in September 2020-agenda item 16 (memo attached), looking at challenges in the Level 9 &10 postgraduate programmes from a student perspective. Professor Jenny Lee-Morgan and Associate Professor Marcus Williams presented a business case to the executive last year and this appointment is the outcome.

Purpose

Dr Hinekura Smith joined Unitec in June this year as the Māori Supervision Adviser and is now joining the PGRSC. She will be able to provide Kaupapa Māori supervision to some Māori students as part of her role and she will also help grow the capacity of Māori supervision at Unitec .

The purpose of this agenda item is to provoke a discussion toward ensuring there is clarity in the professional relationship between the discipline supervisor and the Kaupapa Māori supervisor.

Contributors

-
- Assoc Marcus Williams, Director, Tuapapa Rangahau

Attachment

- PGRSC in September 2020-agenda item 16 (memo attached)

To	Postgraduate Research and Scholarships Committee	From	Marcus Williams
Title	Māori and Pacific Supervision and Advisement	Date	12 August 2020

Recommendation/s

- Implement a needs assessment around Māori and Pacific supervision and advisement at Unitec, including a review of available data and a stakeholder survey
- Form a transdisciplinary Māori and Pacific supervision advisory group
- Create a Māori and Pacific staff scholarship for aspirant supervisors to complete a masters
- Create a transdisciplinary mātauranga Māori supervision position
- Request funding for contract Pacific supervisors

Purpose

- Resolve a significant shortfall of expertise at Unitec which should be available to support students wishing to undertake Level 9 research utilising Māori or Pacific research methodologies and access Māori or Pacific knowledge.

Background

There has been a lack of expertise in Māori and Pacific research and research methodologies at Unitec for some time which has been exacerbated by disruption of programmes in the last five years. Unitec has announced a strategic focus on improving Māori and Pacific success and retention which is already increasing the numbers of these students in Level 9 study and will continue to do so. Leaders of Level 9 programmes, supervisors and students have been for some time expressing concern about the pressure to find appropriate expertise and the lack of human resource therein. Consultation has occurred with the Directors of Māori and Pacific Success, the staff in MAIA, the Director of Ngā Wai a te Tūi and the Unitec Te Tumu, Executive Director Student Success. The recommendations above came out of these consultations and are presented here for the committee to consider.

Next Steps

Discuss, make decisions and implement any recommendations agreed to.

Contributor

Marcus Williams

Unitec New Zealand Limited

Meeting of TE KOMITI WHAKAHAERE A NGĀ PIA | Postgraduate Research and Scholarships Committee

Date of Meeting: 2021-07-06

Title	Level 9 and 10 Educational Performance Indicators
Provided by:	Cynthia Almeida on 24 July, 2021
For:	FOR INFORMATION/DISCUSSION

Recommendation

That the Committee receive this summary of the Education Performance Indicators (EPI) data for level 9 and 10 Postgraduate programmes.

Purpose

To present a summary of the EPI data for discussion.

Information/Background

The working party comprising of Assoc Prof Marcus Williams, Cynthia Almeida and Hamza Qazi reviewed the EPI Data for the PGRSC.

The existing PowerBI dashboard only provided a Level 8 – 10 data cut, so Business Analyst, Michelle Sun cut the data to Level 9 – 10 and provided a link to the new dashboard created - [TEC dashboard \(link\)](#). Student headcount and EPIs are displayed on this page.

The working party have created a summary of the data for Programmes and Priority Groups.

Attachments

Programme Performance Data

Priority Groups Data

Contributors

- Assoc Marcus Williams, Director, Tūāpapa Rangahau
- Hamza Qazi
- Cynthia Almeida

Performance Programme Data

PGRSC_Agenda_2021-07-06

Programmes	Successful Course Completion	First Year Retention Rate	Qualification Completion rate	Student Headcount Maori	Student Headcount Pacific	Student Headcount Under 25 yrs	Student Headcount International
Master of Architecture (Prof)	92.6%	87.5%	84.3%	6	19	75	14
Master of Applied Practice	79.8%	NaN	51.6%	7	13	7	36
Master of Osteopathy	97.1%	100.0%	90.5%	3	1	16	0
Master of Computing	100.0%	60.0%	27.3%	0	0	3	12
Master of Business	62.3%	75.0%	90.9%	2	7	1	5
Master of Creative Practice	33.3%	NaN	50.0%	1	4	0	3
Doctor of Computing	NaN	NaN	20.0%	1	0	1	1
Master of Landscape Architecture	NaN	60.0%	81.8%	3	2	3	3
Master of Architecture	NaN	100.0%	NaN	0	0	0	0
Master of Design	NaN	NaN	100.0%	0	0	0	0
Master of International Communication	0.0%	NaN	50.0%	0	1	9	0
Master of Education	NaN	NaN	33.3%	0	0	0	0
Master of Educational Leadership & Management	0.0%	0.0%	63.2%	0	0	0	0
Master of Social Practice	NaN	NaN	NaN	0	0	0	0
Total	80.1%	83.5%	69.5%	23	47	106	74

Programme Performance Data
Priority Groups

PGRSC_Agenda_2021-07-06

Programmes	Student Headcount Maori	Successful Course Completion Maori	First Year Retention Rate Maori	Qualification Completion Maori	Student Headcount Pacific	Successful Course Completion - Pacific	First Year Retention Rate Pacific	Qualification Completion Pacific	Student Headcount Under 25 yrs	Successful Course Completion - Under 25 yrs	First Year Retention Rate Under 25 yrs	Qualification Completion Under 25 yrs	Student Headcount International	Successful Course Completion International	First Year Retention Rate International	Qualification Completion International
Master of Architecture (Prof)	6	NaN	100.0%	60.0%	19	88.2%	81.8%	60.0%	12	89.7%	77.8%	60.0%	14	100.0%	90.0%	100.0%
Master of Applied Practice	7	7.7%	NaN	33.3%	13	21.3%	NaN	50.0%					36	98.6%	NaN	75.0%
Master of Osteopathy		100.0%	100.0%	100.0%	1	NaN	NaN	NaN								
Master of Computing						NaN	NaN	0.0%					12	100.0%	100.0%	33.3%
Master of Business	2	0.0%	NaN	NaN	7	51.9%	100.0%	NaN					5	71.4%	66.7%	90.0%
Master of Creative Practice	1	50.0%	NaN	NaN	4	28.6%	NaN	0.0%					3	33.3%	NaN	NaN
Doctor of Computing	1	NaN	NaN	NaN									1	NaN	NaN	33.3%
Master of Landscape Architecture	3	NaN	100.0%	NaN	2	NaN	100.0%	NaN	1	NaN	100.0%	NaN	3	NaN	50.0%	83.3%
Master of Architecture		NaN	100.0%	NaN		NaN	100.0%	NaN		NaN	100.0%	NaN		NaN	NaN	NaN
Master of Design		NaN	NaN	100.0%		NaN	NaN	0.0%						NaN	NaN	100.0%
Master of International Communication					1	0.0%	NaN	NaN						NaN	NaN	66.7%
Master of Education		NaN	NaN	NaN		NaN	NaN	0.0%								
Master of Educational Leadership & Management		NaN	NaN	75.0%		NaN	NaN	71.4%						NaN	NaN	100.0%
Master of Social Practice																
Total		34.8%	100.0%	66.7%		46.8%	85.7%	52.9%	13	89.7%	81.8%	60.0%	74	93.0%	77.3%	76.5%

Unitec New Zealand Limited

Meeting of Postgraduate Research and Scholarship Committee

6 July 2021

Title	Master Scholarships improvements
Provided by:	Marcus Williams, Director Research and Enterprise – 6 July 2021
For:	DISCUSSION

Purpose

The purpose of memo is to report on improvements made to the website and the application forms by Tūāpapa Rangahau and seek feedback from the committee.

Discussion

That the committee is informed of the following improvements

- On the website, the name has been changed from “Postgraduate Scholarships” to “Masters Scholarships” and under this title the scholarships are listed;
 - Master of Architecture (Professional) Scholarships
 - Master of Architecture Scholarships
 - Master of Applied Practice - Social Practice Scholarships
 - Master of Creative Practice Scholarships
 - Master of Computing Scholarships
 - Master of Landscape Architecture Scholarships
 - Masters Scholarships for Māori Students
 - Masters Scholarships for Pacifica Students
- The application form encourages existing Postgraduate students to seek help from the following;

Pacifica PG Students: Ioane Aleke Fa'avae ialekefaavae@unitec.ac.nz

Māori PG Students: Darlene Cameron dcameron@unitec.ac.nz

Other PG students: Margi Grey mgrey@unitec.ac.nz

- APMS to send contacts for Margi, Darlene and Io to all Māori, Pacific and other undergraduate students
- After receiving feedback from Discipline Leaders, the following four application forms are proposed for 2022;

- 4.1. Master Scholarships Application Form only for Master of Architecture Professional Students
<https://unitec.wufoo.com/forms/master-of-arcprof-scholarships-application-form/>
- 4.2. Master Scholarships Application Form all other programmes including Pacifica Students
<https://unitec.wufoo.com/forms/master-scholarships-application-form/>
- 4.3. Master Scholarships Application Form only for Māori Students
<https://unitec.wufoo.com/forms/master-scholarships-for-maeori-students/>
- 4.4. Application Form only for Industry Scholarships
<https://unitec.wufoo.com/forms/industry-scholarship-application-form/>
5. Tūāpapa Rangahau need to know if it is desirable to communicate to students who are declined a scholarship that this is because they were ineligible, where this is the case. Also, if so, APMs will need to communicate this in their reports.

Next Steps

Discuss the changes detailed and then implement.

Contributors

Marcus Williams and Asma Munir

Unitec New Zealand Limited

Meeting of TE KOMITI WHAKAHAERE A NGĀ PIA | Postgraduate Research and Scholarships Committee

Date of Meeting: 2021-07-06

Title	Review of Masters Generic Regulations-Workplan item
Provided by:	Cynthia Almeida on 24 July, 2021
For:	FOR INFORMATION AND APPROVAL

Recommendation

That the regulation changes recommended be noted and forwarded to Steve Marshall for consideration at the upcoming review of Postgraduate Programmes in the Te Pūkenga space.

Purpose

This memo is intended for providing an update from the Working Party comprising of Assoc Prof Marcus Williams, Cynthia Almeida and Hamza Qazi on the review of the Masters generic regulations.

Marcus has been advised by Steve Marshall to hold off implementing any changes to the existing regulations unless they are deemed critical for student success. A centralised position is coming from Te Pūkenga and a consultation process will be initiated soon with reference to postgraduate programmes.

Information/Background

The review is conducted annually to ensure that the regulation is up-to-date with the current practices and accommodating the changes that occurred in the past year.

Key Points

Terms of References for the review of Masters Generic Regulation:

- Review of various clauses and redefining their statements to capture the dual total Programme credits of 240 or 180 credits. These include, but are not limited to, clauses related to;
 1. The registration period for full time and part-time arrangements
 2. Suspensions & Extensions
 3. Honours
- Review of the nomenclature used and amend any which have been changed after the last review of the document.

The Working Party recommends the following changes in the Masters generic regulations:

1. Clause c & d under Whakaurunga Takiwā | Enrolment periods

- c. *Where a candidate is enrolled full-time throughout the period of their registration, the maximum period of registration for the award of the degree with honours is six semesters for 240 credits programme and five semesters for a 180 credits programme;*
- d. *Where a candidate is undertaking the degree by part-time study, the maximum period of registration for the award of the degree with honours is ten semesters for 240 credits programme and eight semesters **for a 180 credits programme; this period being reduced to account for periods of full-time study***

2. The registration period for full time and part-time arrangements

The Committee noted that the registration time for a 240 credits programme and a 180 credits programme, to be eligible for honours was inequitable and hence recommends the following change:

Whakaurunga Takiwā | Enrolment periods

- i) that Clause c. which currently states “Where a candidate is enrolled full-time throughout the period of their registration, the maximum period of registration for the award of the degree with honours **is 36 months**” be changed to:

*Where a candidate is enrolled full-time throughout the period of their registration, the maximum period of registration for the award of the degree with honours **is six semesters for 240 credits programme and five semesters for a 180 credits programme***

- ii) that Clause d. which currently states “Where a candidate is undertaking the degree by part-time study, the maximum period of registration for the award of the degree with honours **is 60 months; this period being reduced to account for periods of full-time study**” be changed to

*“Where a candidate is undertaking the degree by part-time study, the maximum period of registration for the award of the degree with honours **is ten semesters for 240 credits programme and eight semesters for a 180 credits programme; this period being reduced to account for periods of full-time study**”*

3. Suspension and Extension of Candidature

If the term ‘suspension’ can be changed to a more positive term

4. Honours

- a. If honours could be based on the research component only and not in combination with course grades
- b. Can the honours calculation method be applied to programmes with a research component of only 45 and 60 credits
- c. If the term Honours (2nd) be changed to just ‘Honours’ and Honours (1st) remain unchanged.

Contributors

- Assoc Marcus Williams, Director, Tūāpapa Rangahau
- Hamza Qazi
- Cynthia Almeida

2021 UNITEC

3 MINUTE THESIS COMPETITION

***Wednesday 1st September 1-3pm
Building 182-3001 Mt Albert Campus***

**Explain your Masters or Doctoral
research in 3 minutes and win prizes!**

**1 x \$1000 for the winner
2 x \$500 for runners up**

**You must be enrolled in a Unitec
Masters or Doctorate.
Sign up before July 26th to enter.**

**NB — there will be a workshop explaining
the rules and offering tips.**

SIGN UP [here](#)



Unitec New Zealand Limited

Meeting of Postgraduate Research and Scholarship Committee

2021-07-06

Title	Exceptional study suspension for MAP-SP student ID No. 1055479
Provided by:	Helen Gremillion (Discipline Leader MAP-SP) – 1/06/2021
For:	Information and Noting

Recommendation/s

That the Committee notes the approval of exceptional study suspension application from student ID.No.1055479.

Justification

Student ID No.1055479 (90-credit thesis) has provided the requisite medical reasons for his study suspension request within the application.

Background

The request is an exception one in that the student has had 1 semester suspended already, in the past.

It should be noted that one of the requested semesters for suspension is the current one (student withdrew from enrolment as a no-show due to health reasons cited in the documentation provided to the Chair).

Next Steps

Once approved, decision about 1055479 to be recorded in the Social Practice PAQC minutes and noted on the dynamic spreadsheet.

Attachments

Study suspension application from Student ID.1055479



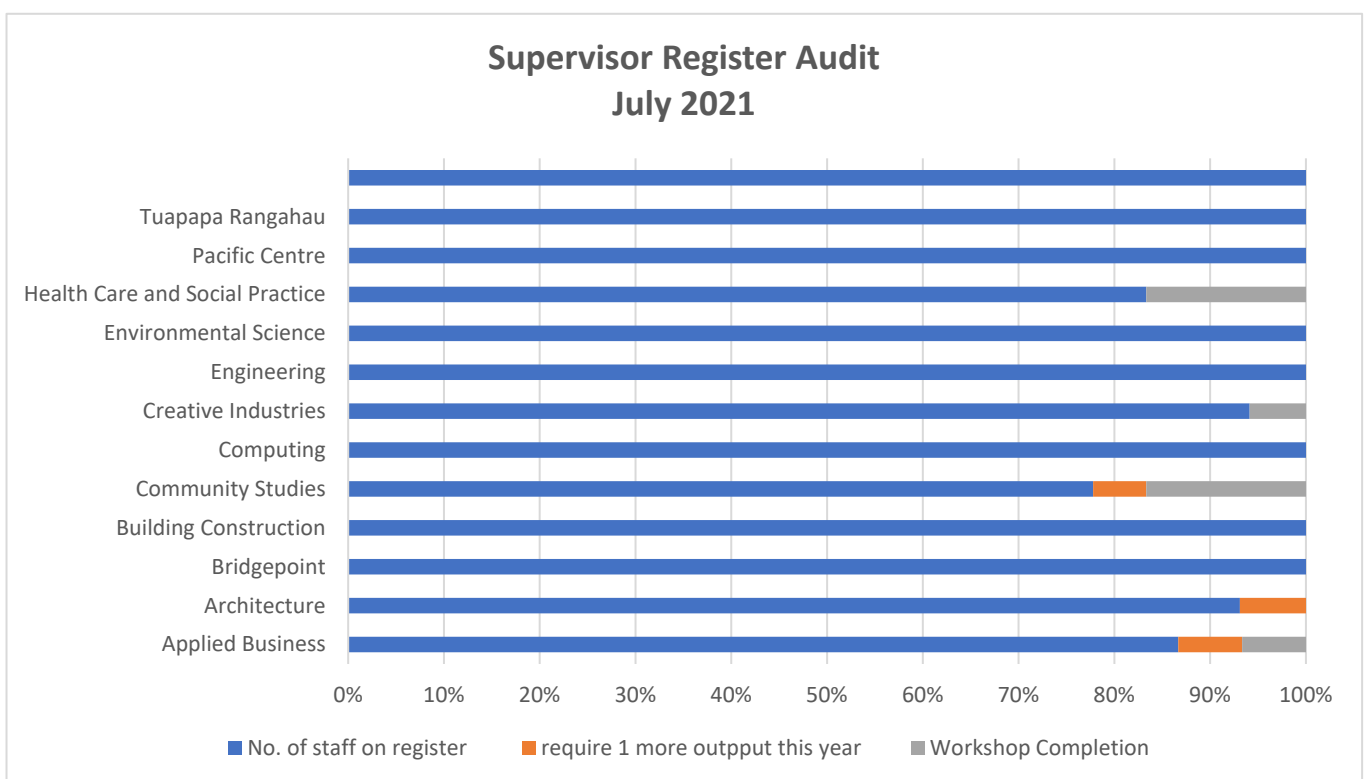
APPLICATION FOR SUSPENSION/EXTENSION/WITHDRAWAL

This form has to be used by Postgraduate students who wish to suspend their enrolment or seek an extension of enrolment or withdraw from a programme. Students are normally required to be enrolled continuously throughout their studies.

Please note that there are restrictions around the length of time taken to complete a qualification that affect eligibility for honours or ability to graduate.

(For office use only)	Date received:	
	Date approved:	
	Period of approval:	
Withdrawal <input type="checkbox"/> Period: <div style="border: 1px solid black; padding: 2px; display: inline-block;">2021 (Semester 1 & 2) - with return to study in Semester 1 2022.</div>		
Extension <input type="checkbox"/>		
Suspension <input checked="" type="checkbox"/>		
Applicant:		
Unitec Student ID No.	1055479	
Degree:	Masters of Applied Practice	
Address:		
Reason:	Health Issues (see attached)	
Applicant's Signature		Date: 29/05/2021
ATTACHMENTS: Checklist evidence to support application		
<input type="checkbox"/> Letter from employer or equivalent		
<input checked="" type="checkbox"/> Letter from doctor or equivalent		
Please send to: Programme Academic Leader Unitec Institute of Technology, Private Bag 92025, Auckland		

School	No. of staff on register	require 1 more output this year	Staff yet to complete Workshop Completion
Applied Business	13	1	1
Architecture	27	2	
Bridgepoint	1		
Building Construction	2		
Community Studies	14	1	3
Computing	8		
Creative Industries	16		1
Engineering	4		
Environmental Science	3		
Health Care and Social Practice	10		2
Pacific Centre	1		
Tuapapa Rangahau	3		
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ID No	Degree	Credits	Title of thesis	Research Grade	Completion
1442474	Doctor of Computing	240	Vein Pattern Recognition Based on Sparse Auto-encoder Algorithm for Forensic Investigation	Pass	10/08/2020
1495843	Master of Applied Practice	90	DIGITAL SPACES – PASIFIKA PARENTS AND CAREGIVERS TALANOA ON THE IMPACT OF DIGITAL TECHNOLOGIES	A	29/07/2020
1471180	Master of Applied Practice	90	Investigating drama as a teaching and learning pedagogy	C	10/08/2020
1371752	Master of Applied Practice (Social Practice)	120	An Exploration of the Factors that lead to the successful Employment of people with Intellectual Disabilities	B	17/07/2020
1497038	Master of Architecture (Prof)	120	DISCONNECT to RECONNECT - Architectural interruption for individuals addicted to digital activity as opposed to living in the physical world, the here and now	B	3/08/2020
1371138	Master of Architecture (Prof)	120	The Refinery	B+	6/08/2020
1414868	Master of Architecture (Prof)	120	MADE IN BANGLADESH HOUSING FOR GARMENT WORKERS IN CHITTAGONG, BANGLADESH	B-	7/08/2020
1430842	Master of Architecture (Prof)	120	One Every 55 Minutes	B+	7/08/2020
1366183	Master of Architecture (Prof)	120	He Kāinga Rua: A home away from home	A-	10/08/2020
1450185	Master of Architecture Professional	120	Kāinga Manaaki An exploration of the Manaaki Tāngata Initiative	B+	6/08/2020
1478340	Master of Business	90	The financial regulatory challenges of Lao state-owned commercial banks in joining ASEAN Economic Community - A management perspective.	B+	24/09/2020
1485490	Master of Business	90	Organisational Change involving staff adaptation to new technologies: An Empirical Study in a private bank in New Zealand.	A-	7/12/2020
1122491	Master of Computing	120	Analysis of the Metrics that Influence the Performance of SOAP/XML Message Routing in ESB Applications	B+	4/08/2020
1123180	Master of Computing	120	Analysis and Evaluation of Quantum Key Distribution Protocols	B+	7/08/2020

1446509	Master of Creative Practice	120	Stoking the Flames of the Digital Fireplace - How can the practice of vlogging contribute to an understanding of the presentation of self in contemporary oral history making?	A-	15/09/2020
1499185	Master of Creative Practice	120	Exploring Whānau Knowledge and Hybridity through Typographical Design	B+	29/10/2020
1417169	Master of Design	240	Agar Agar: A Practice and Theory of Cultural Hybridity in Contemporary Art	A (Distinction)	7/09/2020
1458250	Master of International Communication	90	Social Change in Ho Chi Minh City Vietnam Through the Eyes of Its Young Citizens: A Participatory Visual Ethnograph Methodology Approach to Photography, Youth and Social Change in Urban Space	B+	13/08/2020
1404964	Master of Landscape Architecture	240	Mautu I Vae A Vaea - Weaving Fa'asamoa & Landscape Architecture	B-	7/08/2020
1072794	Master of Landscape Architecture	240	PŪTAHI A WHENUA voices flowing as one	A (Distinction)	7/08/2020
1498334	Master of Landscape Architecture	240	Designing for Dementia Providing Public Spaces for Inclusion, Enjoyment and Wellbeing	B-	7/08/2020
1451800	Master of Osteopathy	90	Identification of clinical predictors for recovery from shoulder pain following ultrasound guided corticosteroid injection into the subacromial-subdeltoid bursa	B	9/07/2020
1354705	Master of Osteopathy	90	An investigation of test-retest reliability, internal consistency, construct validity, and floor and ceiling effects for the Rowley Self-Efficacy Breathing Scale (RoBE)	A	23/07/2020
1443618	Master of Osteopathy	90	A Phenomenological Investigation into the Influences on the Development of Professional Identity in Novice Osteopaths	B-	26/07/2020
1458629	Master of Osteopathy	90	Assessing the feasibility of a therapy package application on reducing psychological and physiological stress in women: A pilot study	B+	31/07/2020
1032631	Master of Osteopathy	90	DEFINING TYPES AND RISK FACTORS OF OVERUSE INJURIES OF THE FOOT, ANKLE, LEG AND KNEE IN DISTANCE RUNNERS: A SCOPING REVIEW	B	3/08/2020
1444436	Master of Osteopathy	90	Short- and Medium-Term Outcomes of Patients with Subacromial-Subdeltoid Bursitis Following Ultrasound-Guided Corticosteroid Injection: A Prospective Single-Group Cohort Study	B+	4/08/2020

1458167	Master of Osteopathy	90	Defining and measuring objective and subjective spinal stiffness: A scoping review	A	6/08/2020
1445089	Master of Osteopathy	90	Assessing the feasibility of a therapy package application on reducing psychological and physiological stress in men: A pilot study.	C+	7/08/2020
1431712	Master of Osteopathy	90	The experience of New Zealand osteopaths caring for people with Chronic Fatigue Syndrome	B+	7/12/2020
1442792	Master of Osteopathy	90	Farmers' attitudes, beliefs, knowledge and behaviours towards their physical health: a study of rural Waikato farmers	B-	7/12/2020
1435243	Master of Osteopathy	90	Attitudes of First Year Healthcare Students in New Zealand Regarding Vaccination	B+	8/12/2020
1451441	Master of Osteopathy	90	Does an education intervention improve behavioural intent to screen for depression: A feasibility study	B+	12/12/2020