



minutes

Te Komiti Whakamana Hōtaka Hou | Academic Approvals Committee

Type:	Regular Hui
Date:	Tuesday, 2022-05-25
Scheduled Time:	8.30am – 10.30am
Location:	Online via Teams
Chair:	Simon Tries

1. Whakatuwheratanga | Opening

1.1. Karakia Timatanga

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. Quorum, Attendance and Membership

1.2.1 Quorum

Members needed to reach quorum: 7

Member List

- | | | |
|------------------------|---------------------|----------------------|
| 1. (Chair) Simon Tries | 6. Kate Barry | 11. Prabhat Chand |
| 2. Duaa Alshadli | 7. Malama Saifoloi | 12. Rakesh Patel |
| 3. Ioane Aleke Fa'avae | 8. Maureen Perkins | 13. Veraneeca Taiepa |
| 4. Jackie Tims | 9. Michael Miller | |
| 5. Judy Nicholson | 10. Niranjana Singh | |

1.2.2 Attendance

In Attendance:

Simon Tries	Ioane Aleke Fa'avae	Jackie Tims
Kate Barry	Maureen Perkins	Michael Miller
Prabhat Chand	Rakesh Patel	Veraneeca Taiepa
Deb Crossan	Sue Tulett (To speak to Agenda Item 2.2.1)	Karen Miller (Secretary)

That Te Komiti Whakamana Hōtaka Hou receives the Apologies for the meeting.

- 1. Malama Saifoloi***
- 2. Judy Nicholson.***

1.2.3 Membership

That Te Komiti Whakamana Hōtaka Hou approves the following changes to Membership:

- 1. Deb Crossan (Project Manager, Micro-Credentials/ Industry Partnerships) replaced Dila Beisembayeva***

2. **Andrea Thumath (Director - Under 25s Success, Unitec Pathways College) replaced Sarah Sommerville**
3. **Michelle Watson (International Business Support Manager, Student Success) replaced Tina Hsieh.**

The Chair welcomed new members and introduced Karen Miller as the Secretary to the Committee.

Moved / Seconded: Kate Barry / Ioane Aleke Fa'avae

Motion: CARRIED

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

That Te Komiti Whakamana Hōtaka Hou approves the Minutes of the following meetings:

1. **Regular:** 30 March 2022
2. **Standing Committee:** 27 January–3 February 2022 & 15-18 February 2022

Motion: Deferred to next meeting.

1.4. Mahia Atu | Matters Arising

- (None notified.)

1.5. Rārangi Wā | Key Dates

- Week 26: 2022-06-22 – Applications due 2022-06-02
- Week 28: 2022-07-06 – Applications due 2022-06-16
- Week 32: 2022-08-03 – Applications due 2022-07-14
- Week 36: 2022-08-31 – Applications due 2022-08-11
- Week 40: 2022-09-28 – Applications due 2022-09-08
- Week 44: 2022-10-26 – Applications due 2022-10-06
- Week 48: 2022-11-23 – Applications due 2022-11-03

1.6. Committee System Reporting

1.6.1. Te Komiti Whakamana Hōtaka Hou

Presenter: Simon Tries – *Verbal update*

- (No updates.)

1.6.2. Te Komiti Mātauranga

Presenter: Simon Tries – *Verbal update*

- (No updates.)

1.6.3. Te Komiti Matua o te Komiti Mātauranga

Presenter: Simon Tries – *Verbal update*

- (No updates.)

1.7. Whakahaere o te Komiti | Committee Management

1.7.1. Tracker: Work Plan

- (No updates.)

1.7.2. Tracker: Actions

- (No updates.)

2. Mea Hei Whakaae | Items to Approve / Endorse

2.1. Programme Delivery Accreditation

Nil

2.2. Type-2 Programme Changes

2.2.1. New Zealand Certificate in Study and Career Preparation (Level 4, 60 Credits) [NZCSP]

Programme Reference & Version Number: 127116-1

Programme Owner: Unitec New Zealand Limited

Qualification Name: New Zealand Certificate in Study and Career Preparation

Qualification Number: 4316-1

Contact Person: Susan Tulett (Academic Programme Manager, School of Bridgepoint)

PAQC Endorsement Date:	Not advised on application
Submitted to AAC account:	2022-05-04 (On time / Late)
Due date for complete applications:	2022-05-06
Final corrections / updates:	Nil

1. ***That Te Komiti Whakamana Hōtaka Hou endorses the application for Type-2 Programme Changes for the New Zealand Certificate in Study and Career Preparation (Level 4, 60 Credits) effective from Semester 2 2022, as detailed below:***
 - a) ***To change course BEBP4202 Using Business Software from a compulsory to an elective for the Business and Communication pathway and include Learning Outcome 4 Integrate Te Reo Māori within business communications.***
 - b) ***To change course BECS4704 Exploring Leadership to an Elective for the Business and Communication pathway.***

Moved / Seconded: Kate Barry / Prabhat Chand

MOTION: CARRIED

The Chair outlined the application and invited Sue Tulett to speak to the paper. Sue gave an overview of the rationale for the change proposal and answered queries from members. Members raised particular concern regarding consultation with stakeholders and the destination pathway. After discussion, members were satisfied with the responses to their queries and the motion was put without conditions.

While no conditions were attached to the approval, it was agreed that for future applications a full summary of consultation with stakeholders, in particular the priority group stakeholders and also including the destination pathway, must be provided.

2. ***That Te Komiti Whakamana Hōtaka Hou applies the following rating to the quality of the application based on the rubric:***
 - ***Excellent.***

Moved / Seconded: Maureen Perkins / Michael Miller

MOTION: CARRIED

Members noted that the definitions in the Programme Development and Management Rubric did not accurately accommodate the quality of this application and it was agreed that they be reviewed for the next meeting. Michael Miller, Maureen Perkins and Jackie Tims volunteered to do this work.

ACTION: Michael Miller, Maureen Perkins and Jackie Tims by next meeting 22 June 2022

3. Mea Hei Kōrero | Items to Discuss

3.1. Te Pūkenga Updates

Presenter: Simon Tries – *Verbal update*

The Chair advised that Te Pūkenga is in the process of transition and is leading the work on unified programmes. There are two terms used to describe new Te Pūkenga programmes; *Transition* programmes for existing programmes that are adopted by Te Pūkenga for use across the sector, and *Transformation* programmes for Te Pūkenga programmes which have been purposefully designed to align with the Te Pūkenga charter.

Unitec as an individual entity will cease to exist at the end of this year and, therefore, it is expected that the Academic Approvals Committee (AAC) will also cease to exist, however, the AAC work would continue through a similar approval body within Te Pūkenga.

Te Pūkenga will likely split into regions with Unitec part of the Tāmaki Makaurau and North region but to date the role and make up of these regions is unknown.

There is still a high degree of uncertainty regarding Te Pūkenga timelines with final decisions yet to be made (e.g. on the Operating Model, Te Pūkenga structure, etc.).

4. Ngā Tukunga | Items to Receive

4.1. Programme Developments & NZQA Application Outcomes

Presenter: Jackie Tims – *Verbal update*

There are upcoming developments for the Master of Applied Science, Bachelor of Performing and Screen Arts, Bachelor of Business and Micro-credentials.

5. Whakamutunga | Closing

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

No other business was raised.

5.2. Karakia Whakamutunga

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!*

The meeting closed at 9.50am.