



Te Komiti Mātauranga | Academic Committee

MINUTES

Date: Tuesday 05 November 2024

Time: 2pm – 5pm

Venue: Teams and 110-2019

1. Whakatuwheratanga | Opening

1.1 Karakia Tīmatanga

The Chair opened the meeting with a karakia.

Manawa mai te mauri nuku	<i>Embrace the power of the earth</i>
Manawa mai te mauri rangi	<i>Embrace the power of the sky</i>
Ko te mauri kai au	<i>The power I have</i>
he mauri tipua	<i>Is mystical</i>
Ka pakaru mai te pō	<i>And shatters all darkness</i>
Tau mai te mauri	<i>Cometh the light</i>
Haumi e, hui e, taiki e!	<i>Join it, gather it, it is done!</i>

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

PRESENT:

Martin Carroll	Guillermo Ramirez-Prado	Luka Crosbie
Simon Nash	James Oldfield (from	Marcus Williams
Annette Pitovao	3:19pm)	Peter McPherson
Chris King	Jocelyn Williams	Vivienne Merito
Christine Fusio	John Pepere	Simon Tries
Daksh Karki (left 2:38pm	Laura Harvey	
-12:59pm, left at 4:40pm)	Liz Rainsbury	

IN ATTENDANCE:

Delphine Gesché (Secretary)

APOLOGIES:

Peseta Lotu-liga
Sue Palfreyman
James Oldfield (arrival at 3:19pm)
Luka Crosbie
Chris King

The Chair received all apologies and noted and declared the meeting quorate.

Moved: Martin Carroll

Seconded: Annette Pitovao

CARRIED

1.3 Whakahaere o te Komiti | Committee Management

1.3.1. Work Plan

The workplan tracker was noted.

1.3.2. Actions

Te Komiti Mātauranga reviewed the action plan and updates were provided, and appropriate actions closed.

1.4 Pitopito Kōrero o Ngā Hui | Minutes of the Previous Meetings

1.4.1. TKM Minutes

RESOLUTION:

That Te Komiti Mātauranga received the Minutes of the following meeting:

- 19 September 2024

Moved: Jocelyn Williams

Seconded: Laura Harvey

CARRIED

1.4.2. ACSC Minutes

RESOLUTION:

That Te Komiti Mātauranga note the minutes of the following Standing Committee minutes:

- 18 September 2024
- 02 October 2024
- 16 October 2024

Moved: Jocelyn Williams

Seconded: Laura Harvey

CARRIED

1.5 Matters arising

It was noted that going forward, names are to be written in full in the committee minutes.

1.6 Correspondence

Nil

2. General Business

2.1 Chairperson's Report

Presenter: Martin Carroll

The Chair congratulated Jone Tawaketini and Joseph Aziz for winning an award at the 2024 Te Whatu Kairangi Aotearoa Tertiary Educator Awards.

An update was given on the status of the negotiations with NZQA about what will happen with the EER. It was announced that NZQA had started a consultation on a proposed replacement for the Evaluative Quality Assurance Framework.

It was decided to run workshops on the proposal.

Action: Simon Tries to circulate the proposed feedback to the Committee.

A conversation was held on Unitec's relationship with VEENZ, and on VEENZ's wish to share the BEngTech with a competing PTE.

Action: Martin to raise his concerns with the Te Pūkenga national office and to object to VEENZ taking carriage of BEngTech and extending it to PTEs.

RESOLUTION:

That Te Komiti Mātauranga receive the Chairperson's Report.

Moved: Marcus Williams

Seconded: Jocelyn Williams

CARRIED

2.2 Artificial Intelligence

Presenter: Martin Carroll

Verbal report from the Chair and general discussion

The Chair gave an update on a bid for TEC funding and explained that the date for the announcement of winners had been pushed back. It was explained that the delays meant that the money would be available later, and the project would need to be recalibrated.

It was announced that two AI subcommittees were being set up (an academic one, and an operational one). It was noted that the Terms of Reference would be circulated at the next Academic Committee meeting.

2.2.1 Marking of ākonga assessment by AI

Presenter: Jocelyn Williams

The paper was discussed. It was suggested to mention check-marking.

Action: Jocelyn Williams to disseminate the amended procedures by posting them on the Moodle page.

RESOLUTION:

That Te Komiti Mātauranga | Academic Committee:

- Discuss the need for an explicit statement in AC2.1 Assessment and Grading Procedures prohibiting the use of Copilot or any Gen AI tool for assessing ākonga submissions.
- Approve the proposed change to AC2.1 Assessment and Grading Procedures.
- Note that AC2.1 Assessment and Grading Procedures was updated by Te Komiti Mātauranga | Academic Committee to align with the latest version of Te Kawa Maiooro (v24-03) in June 2024.

Moved: Liz Rainsbury

Seconded: Simon Nash

CARRIED

2.3 For discussion: NZCQF Consultation

Presenter: Simon Tries

Simon gave an update on the outcome of the consultation workshops.

Three risks were identified:

- Difficulty applying the changes in a practical sense
- The timeline for coming into compliance
- A more permissive approach to the English level requirements. There is a risk that students may come with a lesser level of English capability than we can currently test for.

The Chair thanked Simon Tries for leading the consultation.

Action: Simon Tries to circulate a draft of the submission to all the members of the Committee 4 days prior to the submission date to give members a chance to give feedback.

RESOLUTION:

That Te Komiti Mātauranga | Academic Committee: receive the verbal report.

Moved: Simon Tries

Seconded: Simon Nash

CARRIED

2.4 2025 dates for Te Komiti Mātauranga meetings

Presenter: Martin Carroll

The Chair announced that due to the expectation that the workload would increase for Te Komiti Mātauranga in 2025, the meetings would be held monthly.

It was asked that Subcommittees align their dates and be held monthly. It was noted that reporting requirements (and flow-on implications) would need to be reviewed and factored into the TKM Workplan.

It was requested to avoid moving Te Komiti Mātauranga meetings.

Action: Subcommittee Chairs to work with their secretaries to ensure the dates align and do not clash.

RESOLUTION:

That Te Komiti Mātauranga approve the proposed meeting dates for Te Komiti Mātauranga in 2025.

Moved: Martin Carroll

Seconded: Laura Harvey

CARRIED

2.5 Institutional Academic Evaluation and Planning

Presenter: Martin Carroll

It was noted that there was unlikely to be progress in this space before the end of the year

due to the need for further information from NZQA and all the other mahi happening.

It was noted that IEP would be picked up in the new year and that the EPICs work might be done in parallel rather than as part of this mahi.

Action: Postpone to the February 2025 hui

2.6 Student Appeals and Outcomes Complaints and Outcomes

Presenter: Annette Pitovao

Rolled to the next hui.

2.7 Update on implementation of Digital Learning Standards

Presenter: James Oldfield

Rolled to the next hui.

3. Standing Items

3.1 Oversight of Quality Assurance Systems

Presenter: Simon Tries

It was noted that the date in the memo was incorrect and should be 10 October instead of April/May.

It was noted that 2025 would be a big year, and that it would be important to keep oversight of this.

RESOLUTION:

That Te Komiti Mātauranga receive the update on the current status of key quality assurance systems across Unitec.

Moved: Simon Tries

Seconded: Laura Harvey

CARRIED

4 Group Reporting

4.1. Māori Success

Presenter: Vivienne Merito

Action: Vivienne Merito to find out whether the report's statistics compare to the ratio in the population.

It was noted that results should still be considered not good enough and that the focus should remain on Māori and Pacific student success to improve the results.

It was noted that these measures may not be as helpful as measuring student engagement

in the first few weeks of the semester.

It was asked to give feedback on whether the data in the dashboard is useful. The following comments were made:

- The dashboard is the best it has ever been. The contributors were thanked.
- Further refinements are needed; it would be helpful to have explanatory notes under each graph for those who don't understand EPIs.
- It would be useful to think about what lead indicators could be added.
- What messages do we want to send out to SLT? We are for the first time in a while standing up our Māori, Pacific, Disabled student success strategy. SLT has put together a suite of what these strategies are going to be, and it is a good time to Academic Committee to bring this kōrero to SLT.

RESOLUTION:

That Te Komiti Mātauranga receive the Māori Success Report.

Moved: Marcus Williams

Seconded: Peter McPherson

CARRIED

4.2. Pacific Success

Presenter: Simon Nash

It was suggested we should focus more on Pacific Success.

The following takeaways were noted:

- We want to do a deeper dive that can lead into the next set of plans.
- Unitec has a lot to learn from MIT, the differences are marked in some areas. It would be useful to have a kōrero on those topics.

RESOLUTION:

That Te Komiti Mātauranga receive the Pacific Success Report.

Moved: Simon Nash

Seconded: James Oldfield

CARRIED

4.3. Disability Success

Presenter: Annette Pitovao

It was noted that there was no disability dashboard yet and that disclosure was a major issue.

RESOLUTION:

That Te Komiti Mātauranga receive the Disability Success Report.

Moved: Marcus Williams

Seconded: Laura Harvey

CARRIED

4.4. International Success

Presenter: Annette Pitovao

RESOLUTION:

That Te Komiti Mātauranga receive the International Success Report.

Moved: Annette Pitovao

Seconded: Simon Nash

CARRIED

5 Subcommittee Reporting

5.1. Unitec Research Committee Report

Presenter: Marcus Williams

RESOLUTION:

That Te Komiti Mātauranga receive the Unitec Research Committee Report.

Moved: Marcus Williams

Seconded: Liz Rainsbury

CARRIED

5.2. Unitec Research Ethics Committee

Presenter: Marcus Williams

RESOLUTION:

That Te Komiti Mātauranga receive the report of the Unitec Research Ethics Committee.

Moved: Marcus Williams

Seconded: Guillermo Ramirez-Prado

CARRIED

5.3. Postgraduate Research and Scholarships Committee

Presenter: Marcus Williams

RESOLUTION:

That Te Komiti Mātauranga receive the Postgraduate Research and Scholarships Committee report.

Moved: Marcus Williams

Seconded: Guillermo Ramirez-Prado

CARRIED

5.4. Quality Alignment Board

Presenter: Simon Tries

It was noted that there is a risk that Divisions designated as the Lead for Unified Programmes may have disproportionate control over those programmes once Te Pūkenga is disestablished and new divisions are established. This will be raised to the attention of Te Poari Akoranga and the National Office.

RESOLUTION:

That Te Komiti Mātauranga receive the report of the Quality Alignment Board.

Moved: Simon Tries

Seconded: Jocelyn Williams

CARRIED

5.5. Academic Approvals Committee

Presenter: Simon Tries

RESOLUTION:

That Te Komiti Mātauranga receive the report of the Academic Approvals Committee.

Moved: Simon Tries

Seconded: Annette Pitovao

CARRIED

5.6. Ako Ahimura Learning & Teaching Committee

Presenter: Jocelyn Williams

J Williams commented in presenting this Chair's report that she would like to see the committee deliver more on its strategic role in the direction of Learning and Teaching at Unitec, as is made clear in its Terms of Reference.

It was noted that MIT seemed to have more detailed reports on academic misconduct. It was suggested to give access to TKM papers to MIT and vice-versa to improve the sharing of ideas.

Action: Martin to ask the MIT Academic Committee whether they also agree.

RESOLUTION:

That Te Komiti Mātauranga receive the report of the Ako Ahimura Learning & Teaching Committee.

Moved: Jocelyn Williams

Seconded: Simon Tries

CARRIED

5.7. Retrospective Change of Enrolment Committee

Presenter: Chris King

No report

Action: Martin Carroll to ask Chris King about the frequency of the meetings of this Committee.

6. Ētahi Kaupapa Anō | Any Other Business

No other business.

7. Whakamutunga | Closing

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!*

Meeting closed: 5pm

Read and Confirmed

**Chair: Martin Carroll
Date: 29 November 2024**