



Te Komiti Mātauranga | Academic Committee

Date: Thursday 12 December 2024

Time: 11.30 pm

Venue: Teams and 110-2019

1. Opening

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:

Simon Nash (Chair)
Chris King
Luka Crosbie

James Oldfield
Jocelyn Williams
Laura Harvey

Marcus Williams
Simon Tries
Sue Palfreyman

IN ATTENDANCE:

Delphine Gesché (Secretary)

APOLOGIES:

Martin Carroll
Annette Pitovao
Christine Fusio
Daksh Karki

Guillermo Ramirez-Prado
John Pepere
Liz Rainsbury
Peter McPherson

Peseta Lotu-liga
Vivienne Merito

The Chair received all apologies and noted that the meeting was not quorate.

It was decided to approve in principle the items that could be approved, and that the Committee would formally approve them at the following hui. It was decided that resolutions would be moved and seconded at this hui, and that the Committee would agree on items requiring a substantive discussion and therefore needing to be postponed to the following hui.

Moved: Simon Tries
Seconded: Chris King

**Confirmation of motion deferred to next
committee meeting**

1.3 Whakahaere o te Komiti | Committee Management

1.3.1. Work Plan

The workplan tracker was noted.

It was requested to add the workplan tracker as an item to be discussed at the first 2025 hui.

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 receive the Minutes of the following meeting:

- 05 November 2024

With the following amendments to 5.6:

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 misconducts*. It was suggested to give access to TKM papers to MIT and vice-versa to improve the sharing of ideas.

Moved: Jocelyn Williams
Seconded: Simon Tries

Confirmation of motion deferred to next committee meeting

1.4.2. ACSC Minutes

RESOLUTION:

That Te Komiti Mātauranga note the following Standing Committee minutes:

- 30 October 2024
- 13 November 2024
- 27 November 2024

Moved: Jocelyn Williams
Seconded: Simon Tries

Confirmation of motion deferred to next committee meeting

1.5 Matters arising

Nil

1.6 Correspondence

Nil

2. General Business

2.1 Chairperson's Report

Presenter: Simon Nash

No report.

2.2 Artificial Intelligence

Presenter: Simon Nash

A general discussion was held. It was noted Unitec was developing relationships with partners such as the University of Sydney and Cogniti, and that our current pilot would be extended into the new year.

It was suggested that ALT discuss the option to include a question around the understanding of expectations on the use of GenAI in learning and assessment in the student course survey in 2025.

It was announced that the EOI on the Accelerating Learner Success Fund was successful and was going into the next phase of a full application.

It was noted that the Terms of Reference for the AI Subcommittees would be presented at a future hui.

RESOLUTION:

That Te Komiti Mātauranga receive the verbal report on Artificial Intelligence.

Moved: Chris King

Seconded: Jocelyn Williams

Confirmation of motion deferred to next committee meeting

2.3 Unitec Student Complaints (formal and Informal) and Appeals - July to September 2024

Presenter: Simon Nash

It was noted that a distinction was being made in the report between Formal complaints and Reconsiderations of Assessment Decisions and Reconsiderations of Grades. As a result of changes to Te Kawa Maiororo, fewer reconsiderations were being de-escalated, and more of them turned into formal complaints, which increased workloads and presented several risks.

It was announced that some work would be done in 2025 to seek means to de-escalate more Reconsiderations, and that Te Poari Akoranga would be consulted about the possibility of further policy change..

Action: Martin Carroll and Simon Nash to work with the right people on providing advice to Te Poari Akoranga on what can be improved in the policy.

It was noted that the complaints reporting needed a thematic analysis of reconsiderations for as long as they remained formal complaints.

It was noted that it would be useful to provide training for staff on how to undertake reconsiderations.

Action: Simon Nash to go back to Annette Pitovao about Tables 5 and 6 which seem to be duplication of information.

Action: Annette Pitovao to replace line graphs by a bar graph under 1b) to make it more readable.

Action: Annette Pitovao to check on whether all the different complaint types and thematic analysis are reported back to the schools.

RESOLUTION:

That Te Komiti Mātauranga receive the Student Complaints (Formal and Informal) and Appeals Report for Q3, 2024.

Moved: Marcus Williams
Seconded: Sue Palfreyman

Confirmation of motion deferred to next committee meeting

2.4 Update on implementation of Digital Learning Standards

Presenter: James Oldfield

An update was given on the work happening in this space. A meeting has been scheduled with each school before the start of Semester 1. It was announced that another survey would go out in May 2025, and that conversations were being held on how to better reflect Mātauranga Māori in the digital space.

RESOLUTION:

That Te Komiti Mātauranga receive the update on DLS progress and plan for 2025.

Moved: Chris King
Seconded: Simon Tries

Confirmation of motion deferred to next committee meeting

2.5 MIT and Unitec Joint Feedback – 2024 Consultation on the NZQCF and the NZQA Rules

Presenter: Simon Tries

It was explained that this paper was for the Committee's information and that it had already gone to NZQA. Simon Tries spoke to the content of the submission and acknowledged the contributions of Fiona Campbell and Chris Park at MIT.

RESOLUTION:

That Te Komiti Mātauranga note the MIT and Unitec Joint Feedback – 2024 Consultation on the NZQCF and the NZQA Rules.

Moved: Chris King
Seconded: Simon Tries

**Confirmation of motion deferred to next
committee meeting**

2.6 MIT and Unitec Joint Feedback – 2024 Consultation on the integrated Quality Assurance Framework (iQAF)

Presenter: Simon Tries

Simon Tries spoke to the joint submission on the 2024 consultation on the integrated Quality Assurance Framework (iQAF) and acknowledged Chris Park and Fiona Campbell from MIT for their contributions.

The Committee thanked Simon Tries for this mahi.

RESOLUTION:

That Te Komiti Mātauranga note the MIT and Unitec Joint Feedback – 2024 Consultation on the integrated Quality Assurance Framework (iQAF).

Moved: Chris King
Seconded: Simon Tries

**Confirmation of motion deferred to next
committee meeting**

3. Standing Items

3.1 Oversight of Quality Assurance Systems

Presenter: Simon Tries

RESOLUTION:

That Te Komiti Mātauranga receive the Oversight of Quality Assurance Systems report.

Moved: Simon Tries
Seconded: Sue Palfreyman

**Confirmation of motion deferred to next
committee meeting**

3.2 Group Reporting

3.2.1. International Success

No report due.

3.2.2. Māori Success

No report due.

3.2.3. Pacific Success

No report due.

3.2.4. Under-25s Success

No report due.

3.2.5. Disability Success

No report due.

3.3 Subcommittee Reporting

3.3.1. Unitec Research Committee Report

Presenter: Marcus Williams

It was announced that the Committee was considering reviewing the Scholarly Communication Guidelines.

It was noted that the ratification of the membership list would need to be postponed to the following Te Komiti Mātauranga hui.

RESOLUTION:

That Te Komiti Mātauranga receive the Unitec Research Committee Report, and that the approval 2025 URC membership list, meeting dates, ToR & work plan be carried over to early 2025.

Moved: Marcus Williams

Seconded: Chris King

Confirmation of motion deferred to next committee meeting

3.3.2. Unitec Research Ethics Committee

Presenter: Marcus Williams

It was announced that there had been a change of leadership at UREC and that the two newly-appointed Deputy Chairs would be helpful for Tikanga and Mātauranga Māori.

RESOLUTION:

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

Moved: Marcus Williams

Seconded: Chris King

Confirmation of motion deferred to next committee meeting

3.3.3. Postgraduate Research and Scholarships Committee

Presenter: Marcus Williams

In relation to the following paragraph from the memo, it was stated that it was preferable to first reach out to Te Korowai Kahurangi for advice on next steps before presenting a detailed case:

The PGRSC discussed the memo presented by Peter McPherson and Annabel Pretty seeking advice on amending the Master of Architecture (Professional) (MARCP) programme regulations. Since this issue is outside the committee's purview, the Chair advised that a detailed case must be presented to Simon Tries, Director of Te Korowai Kahura.

RESOLUTION:

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

Moved: Marcus Williams
Seconded: Chris King

**Confirmation of motion deferred to next
committee meeting**

3.3.4. Quality Alignment Board

Presenter: Simon Tries

RESOLUTION:

That Te Komiti Mātauranga receive the Quality Alignment Board report.

Moved: Sue Palfreyman
Seconded: Chris King

**Confirmation of motion deferred to next
committee meeting**

3.3.5. Academic Approvals Committee

Presenter: Simon Tries

It was noted that the wrong memo was in the agenda and agreed that a verbal report would be provided instead of an updated memo.

It was explained that the Committee was receiving a lot of applications where the preparation work was not always complete, and that Te Korowai Kahurangi was working on clarifying the requirements before applications could come to the Committee.

The issue of programme development being on hold was discussed. Concerns were expressed around the fact that some schools were struggling to keep apace with industry, which was identified as a big issue. It was noted that a lot of the programme development work had stopped when Te Pūkenga came on and that as a result, staff were not in the practice of programme development work. It was added that as a consequence of limited capacity and some reduced knowledge within the broader institute, Unitec systems and processes for programme development required some review and preparedness for the likely increase in activity post-Te Pūkenga.

It was noted that any programme developed by Unitec would still be Te Pūkenga owned, not Unitec owned.

It was added that Unitec was considering bringing back the Doctorate of Computing.

RESOLUTION:

That Te Komiti Mātauranga receive the verbal Academic Approvals Committee report and the Academic Approvals Committee minutes.

Moved: Sue Palfreyman
Seconded: Chris King

**Confirmation of motion deferred to next
committee meeting**

3.3.6. Ako Ahimura Learning & Teaching Committee

Presenter: Jocelyn Williams

Action: Chris King to follow up with Jocelyn Williams or Martin Carroll around new teacher induction.

RESOLUTION:

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

Moved: Luka Crosbie
Seconded: Sue Palfreyman

Confirmation of motion deferred to next committee meeting

3.3.7. Retrospective Change of Enrolment Committee

It was noted that there hadn't been regular reporting from the Committee and that there would be a summary report early 2025 followed by a discussion with Martin Carroll and Simon Tries on whether this approach was still required.

5. Ētahi Kaupapa Anō | Any Other Business

Marcus Williams thanked the Secretary for the ease of use of the new interface.

The new schedule of monthly meetings in 2025 was discussed. It was noted that this should be discussed under the Work plan agenda item at the first hui of 2025 to consider the frequency of some of the regular reporting.

The Chair thanked the Committee members for their work in 2025.

6. 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: 1:09pm

Read and Confirmed

Chair: Martin Carroll

Date: 17 December 2024