



Te Komiti Mātauranga | Academic Committee

Date: Thursday 06 March 2025

Time: 2pm

Venue: Teams and 110-2019

1. Opening

The Chair opened the meeting with a karakia.

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 Tae Ā-Tinana & Ngā Whakapāha | Attendance & Apologies

1.2.1. Apologies

PRESENT:

Simon Nash (Chair)	Laura Harvey	Peter McPherson
Annette Pitovao	Liz Rainsbury	Simon Tries
Irene Wu	Luka Crosbie	Sue Palfreyman
James Oldfield	Marcus Williams	Susan Bennett
Jocelyn Williams	Muhammad Rayyan Hassan	Viv Merito

IN ATTENDANCE:

Delphine Gesché (Secretary)

APOLOGIES:

Guillermo Ramirez-Prado (proxy: Susan Bennett)
Chris King
Toa Faneva
Martin Carroll
John Pepere
Peseta Lotu-liga

ABSENT: Nil

The Chair welcomed Irene Wu, Vice-President of the Unitec Student Council.

The Chair reminded the members that in case of an absence, the members needed to notify the Secretary by email and, if possible, nominate a proxy.

The Chair received all apologies and declared the meeting quorate.

Moved: Simon Tries

Seconded: Laura Harvey

CARRIED

1.2.2. Membership

The Membership list of Te Komiti Mātauranga was noted.

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:

Te Komiti Mātauranga receives the Minutes of the following meeting:

- 13 February 2025

Moved: Liz Rainsbury

Seconded: James Oldfield

CARRIED

1.4.2. ACSC Minutes

Te Komiti Mātauranga noted the minutes of the following Standing Committee:

- 12 February 2025
- 19 February 2025

1.5 Matters arising

Nil

1.6 Correspondence

RESOLUTION:

Te Komiti Mātauranga receives the correspondence since the 13 February 2025 meeting of the Committee.

Moved: Simon Tries
Seconded: Peter McPherson

CARRIED

2. General Business

2.1 Chairperson's Report

Presenter: Simon Nash

Nil

2.2 Artificial Intelligence

Presenter: All

It was noted that the Microsoft CoPilot licences were being set up.

It was advised that a list was being collated with all the AI applications that are used in Research in order to establish what applications are already being used, evaluate those applications and consider whether to approve them, and provide advice to researchers. It was noted that this would be brought to the AI Committee.

It was noted that there was crossover between AI and Academic Integrity, and that a lot of work was underway. It was advised that there was a particular focus on communication with students around what use of AI is acceptable, and with teachers to provide more guidance about the declaration of AI use.

RESOLUTION:

Te Komiti Mātauranga receives the verbal Report on Artificial Intelligence.

Moved: Simon Nash
Seconded: Simon Tries

CARRIED

2.3 Academic Approvals Committee Annual Report 2024

Presenter: Simon Tries

Simon Tries spoke to the highlights in the report. It was noted that 2024 was a particularly busy year for the committee. It was noted that some changes would be implemented in 2025.

RESOLUTION:

Te Komiti Mātauranga receives the 2024 Annual report from Te Komiti Whakamana Hōtaka Hou | Academic Approvals Committee.

Moved: Jocelyn Williams
Seconded: Laura Harvey

CARRIED

2.4 Postgraduate Research and Scholarship Committee Annual Report

Presenter: Marcus Williams

Marcus Williams spoke to the Annual Report.

RESOLUTION:

Te Komiti Mātauranga receives the Annual Report of the Postgraduate Research and Scholarship Committee.

Moved: Peter McPherson

Seconded: Vivienne Merito

CARRIED

2.5 Unitec Research Ethics Committee Annual Report

Presenter: Marcus Williams

Marcus Williams spoke to the Annual Report and mentioned the change in Chairs, including two co-deputy Chairs. It was noted that Nigel Adams, who ran UREC since the departure of the previous Chair, had won an award in 2024 in relation to his work in the Research Ethics space.

RESOLUTION:

Te Komiti Mātauranga receives the Annual Report of the Unitec Research Ethics Committee and approve the 2025 Membership List and Committee meeting dates.

Moved: Marcus Williams

Seconded: Sue Palfreyman

CARRIED

2.6 Quality Alignment Board Annual Report

Presenter: Simon Tries

Simon Tries spoke to the Annual Report and highlighted the benefit of sharing good practice with the Self-Assessment, Evaluation and Review Committee (SAER) at MIT.

RESOLUTION:

Te Komiti Mātauranga receives the Annual Report of the Quality Alignment Board.

Moved: Simon Tries

Seconded: Liz Rainsbury

CARRIED

2.7 Ako Ahimura Learning and Teaching Committee Annual Report

Presenter: Jocelyn Williams

It was noted that “Director Under 25s” should be removed under Ako Ahimura Committee Membership 2025, and that a representative for International Success needed to be nominated.

The need for a better balance between strategy and processing of information (such as NPS reports and student course survey data) was discussed. It was noted that a Tāmaki-wide Learning & Teaching strategy was needed and that the Committee could help inform it.

RESOLUTION:

Te Komiti Mātauranga receives the Ako Ahimura Learning & Teaching Committee (AA-LTC) Annual Report 2024, including a committee self-assessment, and the membership for 2025.

Moved: Jocelyn Williams
Seconded: James Oldfield

CARRIED

2.8 - Ako Ahimura Review of Student Course Survey Report

Presenter: Jocelyn Williams

Jocelyn Williams spoke to the report. It was noted that the statement “I noticed that Māori beliefs, language and practices were used in my course” continues to receive a low rating from student respondents. It was suggested to include prompts to help the students understand the question in the broader context.

The School of Applied Business was commended on its high survey response rate.

It was noted that the results in the report were very good, considering the disruptions in the sector.

Action: J Williams to liaise with C King to encourage staff to share the Student Course Survey results with students.

RESOLUTION:

Te Komiti Mātauranga notes the content of the institutional summary of student course surveys results for semester 2, 2024 and provided feedback on the recommendations made in the memo.

Moved: Jocelyn Williams
Seconded: Marcus Williams

CARRIED

2.9 Retrospective Change of Enrolment Committee Annual Report

Presenter: Chris King
Deferred to the April hui

2.10 Guidance on Resource Sharing

Presenter: Martin Carroll

As Martin Carroll was not present, the Committee had a brief discussion. It was noted that a centralised process needed to be defined to understand where requests go to, and where they come from. It was noted that the deadlines in the document were a recommendation, not definitive deadlines.

It was asked to leave this item on the agenda for the April hui.

2.11 EPICs

Presenter: Simon Nash

The SAC EPICs were discussed. It was noted that the 2025 Tāmaki SLT KPIs would be circulated soon and that they were aligned with the TEC commitments. It was advised that they were modest and reflected the institution’s focus on developing strategy for Tāmaki in 2025.

It was noted that the YG and WB EPIC document was difficult to decipher due to formatting issues.

RESOLUTION:

Te Komiti Mātauranga notes the 2025 EPICs.

Moved: Simon Nash

Seconded: Simon Tries

CARRIED

2.12 Education Code of Practice Performance Self-Assessment

Presenter: Annette Pitovao

It was noted that this is a lengthy detailed document, and the Chair asked that the Secretary to check whether this item needed to be discussed at the following hui. If so, to request a cover memo summarising key points be attached.

2.13 SSAG report

Presenter: Martin Carroll

Deferred to April.

3. Standing Items

3.1 Oversight of Quality Assurance Systems

Presenter: Simon Tries

It was noted there were issues with the dashboard, and the reporting of moderation in the schools in the reporting tool. QAB has set a date to review the issues.

RESOLUTION:

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

Moved: Liz Rainsbury

Seconded: James Meyer

CARRIED

3.2 Group Reporting

3.2.1. Māori Success

Presenter: Vivienne Merito

It was noted that the Qualification Completion Rate needed to be changed to Orange due to the achievement gap between non-Māori/non-Pacific and Māori/Pacific.

It was advised that the Māori population in Auckland was sitting at 11% in 2023.

The massive participation rate from across the institution for Orientation was acknowledged. It was noted that it could make a big difference in future enrolment and participation rates.

RESOLUTION:

Te Komiti Mātauranga receives the Māori Success Report for February 2025.

Moved: Vivienne Merito

Seconded: Sue Palfreyman

CARRIED

3.2.2. Pacific Success

Presenter: Luka Crosbie

The report was presented and discussed.

RESOLUTION:

Te Komiti Mātauranga receives the Pacific Success Report for November 2024 to February 2025.

Moved: Luka Crosbie

Seconded: Susan Bennett

CARRIED

3.2.3. Disability Success

Presenter: Annette Pitovao

It was noted that there was no BI dashboard link yet for Disability Success.

The team was congratulated for providing a sign language interpreter for the SCEAT pōwhiri for deaf students.

It was noted that the Tāmaki KPIs about to be published include a goal of establishing a disabled learner reporting for Unitec and MIT. Some work would need to be done to determine the metrics for defining disabled learners, i.e. are learners defined as those self-reporting a disability, or as those learners accessing disability resources.

RESOLUTION:

Te Komiti Mātauranga receives the Disability Success Report for February 2025.

Moved: Annette Pitovao

Seconded: James Meyer

CARRIED

3.2.4. International Success

Presenter: Annette Pitovao

It was announced that the biggest highlight of the report was the International Day.

It was noted that the International team had expanded and was focusing on areas with the greatest value (visa, insurance, refund). It was added that mental health of International learners was a matter requiring a high level of attention and support by this team.

RESOLUTION:

Te Komiti Mātauranga receives the International Success Report for February 2025.

Moved: Annette Pitovao
Seconded: Susan Bennett

CARRIED

3.3 Subcommittee Reporting

3.3.1. Unitec Research Committee Report

Presenter: Marcus Williams

RESOLUTION:

Te Komiti Mātauranga receives the Unitec Research Committee report.

Moved: Marcus Williams
Seconded: Jocelyn Williams

CARRIED

3.3.2. Unitec Research Ethics Committee

Presenter: Marcus Williams

RESOLUTION:

Te Komiti Mātauranga receives the Unitec Research Ethics Committee report.

Moved: Marcus Williams
Seconded: Jocelyn Williams

CARRIED

3.3.3. Postgraduate Research and Scholarships Committee

Presenter: Marcus Williams

RESOLUTION:

Te Komiti Mātauranga receives the Postgraduate Research and Scholarships Committee report.

Moved: Marcus Williams
Seconded: Jocelyn Williams

CARRIED

3.3.4. Quality Alignment Board

Presenter: Simon Tries

RESOLUTION:

Te Komiti Mātauranga receives the update from Te Poari Whai Kōunga | the Quality Alignment Board from its hui of 19 February 2025.

Moved: Simon Tries
Seconded: Peter McPherson

CARRIED

3.3.5. Academic Approvals Committee

Presenter: Simon Tries

RESOLUTION:

Te Komiti Mātauranga receives the update from Te Komiti Whakamana Hōtaka Hou |

Academic Approvals Committee for the AACSC hui of 14 February 2025 and the AAC hui of 20 February 2025.

Moved: Simon Tries

Seconded: James Oldfield

CARRIED

3.3.6. Ako Ahimura Learning & Teaching Committee

Presenter: Jocelyn Williams

It was advised that the only topics to report on were the student course survey report and the annual report, which were discussed earlier in the meeting.

3.3.7. Retrospective Change of Enrolment Committee

No report.

4. Ētahi Kaupapa Anō | Any Other Business

It was advised that Te Pūkenga had released three documents:

- 2024 ākonga rates and responsibilities
- Draft development of entry requirements framework for programmes
- Update on Te Kawa Maiooro.

It was raised that some policies were being posted on Moodle, although the best practice should be to publish a link to the website or The Nest, where the up-to-date policies are being stored. A discussion was held on how to reinforce this message.

5. 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: 2:42pm

Read and Confirmed

Chair:  **Simon Nash**

Date: 20 March 2025