



minutes

Meeting via MS Teams

2025-04-02

8.00am – 8.15am

Te Komiti Matua o te Komiti Mātauranga | Academic Committee Standing Committee

Present: Simon Nash, Simon Tries, Martin Carroll, Chris King

In attendance: Delphine Gesché

<u>Item #</u>	M Carroll	S Tries	S Nash	C King
1		Moved	Seconded	
2			Seconded	Moved
3		Moved		Seconded

1. Previous Minutes

It was agreed that the meeting of 19 March 2025 was quorate. However, it was noted that the Terms of Reference needed to be updated and reflect that the new quorum is 3 members.

Action: M Carroll and D Gesché to update the Terms of Reference.

The Minutes of 19 March 2025 were approved.

Open actions:

- **Action:** S Tries and C King to remind the AAC and the APMs of the importance of transition plans being submitted when an updated version of a programme is proposed for approval. **Update:** The discussions were held with AAC and APMs. Action closed.
- **Action:** S Tries to provide the documentation to NZQA and send a notification by Type 1 change for the NZCSL. **Update:** work in progress, action should be completed by early May. Action to remain open.

2. Graduand Approval List

From: Tara Roberts (Team Leader, Academic Registry & Graduation) File Name: *20250402_ACSC Approval List 1*

Secure File Location: H:\4. Non-Academic Services\Enrolment and Academic Operations\Public\Graduation Reference Lists\Lists for Academic Committee\2025\0402_ACSC

Resolution:

That Te Komiti Matua o te Komiti Mātauranga approve the graduands recorded in the Approval List/s at:

- H:\4. Non-Academic Services\Enrolment and Academic Operations\Public\Graduation Reference Lists\Lists for Academic Committee\2025\0402_ACSC

3. Amendment to graduation list

From: Sue Tulett (Academic Programme Manager, Bridgepoint)

File Name: Amendment to graduation list

Resolution:

That the Academic Committee approves the following correction to the New Zealand Certificate in Study and Career Preparation (Level 4) graduand list approved by Academic Committee on 5 March 2025:
The removal of student ID 1584498 as eligible to graduate with the New Zealand Certificate in Study and Career Preparation (Level 4)

4. General Business

Nil.

Meeting closed at 08:15am.

Topics for resolution via Integrated Tāmaki Academic Policy

Date added	Issue
12 March 2025	In case of programme closures: creation of a process to ensure Unitec provides accurate and timely advice to impacted learners about the implications for their maximum time to complete the programme.
12 March 2025	Explore the possibility for students to move to new student regulations when regulations are updated, rather than stay under the original regulations that applied when they started their studies.
12 March 2025	Cross-credit process be revisited.