



MINUTES

Date: Thursday 03 April 2025

Time: 2pm

Venue: Teams and 110-2019

Whakatuwheratanga | 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!

Tae Ā-Tinana & Ngā Whakapāha | Attendance & Apologies

Apologies

Chris King
James Oldfield
Sue Palfreyman
Marcus Williams (for leaving at 4pm)
Peseta Lotu-liga
Annette Pitovao
Simon Nash (for leaving 2:24-3:20pm)
Toa Faneva

Attendance

Martin Carroll	Luka Crosbie	Muhammad Rayyan Hassan
Irene Wu	James Meyer	Peter McPherson
Jocelyn Williams	John Pepere	Simon Nash
Laura Harvey	Guillermo Ramirez-Prado	Simon Tries
Liz Rainsbury	Marcus Williams	Viv Merito

In attendance:

Delphine Gesché (Secretary)

RESOLUTION:

That the apologies be received.

Moved: Jocelyn Williams

Seconded: Simon Tries

CARRIED

The Chair declared the meeting quorate.

1 Whakahaere o te Komiti | Committee Management

1.1 Work Plan

The workplan tracker was noted.

The Chair gave an update on the NPS tracking and explained that A Pitovao had developed a template report on how her team was responding to the NPS survey, and that SLT would adopt the template and circulate it to the teams.

It was noted that a discussion would need to be held with the Director of Student Success at the following hui to determine whether the Summary of Student Appeals, Complaints and Outcomes should be a biannual report instead of quarterly.

1.2 Actions

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

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

1.3.1 TKM Minutes

RESOLUTION:

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

- 06 March 2025

Moved: Guillermo Ramirez-Prado

Seconded: John Pepere

CARRIED

1.3.2 ACSC Minutes

RESOLUTION:

That Te Komiti Mātauranga receives the minutes of the following Standing Committee meetings:

- 26 February 2025
- 05 March 2025
- 12 March 2025
- 19 March 2025

Moved: Peter McPherson

Seconded: Liz Rainsbury

CARRIED

Action: Martin to update the ACSC Terms of Reference to reflect the subdelegation from Te Komiti Mātauranga to ACSC for the approval of graduand lists.

1.4 Matters arising

Nil

1.5 Correspondence

Nil

2 General Business

2.1 Chairperson's Report

Presenter: Martin Carroll

The Chair explained that 31 March 2025 was the deadline for requesting programmes of Level 7 and above to other Business Divisions, and advised that Unitec and MIT had requested a list of programmes, and had been asked to share the Bachelor of Veterinary Nursing and the Level 4 programme in Exercise. It was advised that the deadline for requests for Level 1-6 was end of May 2025.

The Chair gave an update on the changes to the EER, which was to become an annual process led by NZQA. It was advised that while Unitec would not take part in the NZQA pilot in 2025, it would proceed with an internal self-evaluation process, and that MIT would do the same.

RESOLUTION:

That Te Komiti Mātauranga receives the Chairperson's Report.

Moved: Liz Rainsbury

Seconded: Laura Harvey

CARRIED

2.2 Artificial Intelligence

Presenter: Martin Carroll

The Chair announced that the AI Committee had met for the first time, and explained that it would first focus on an ethics framework and a readiness assessment, and that it would deal with pressing questions.

The Chair explained that he would meet with NZQA to express concerns regarding the ability to address the threat to academic integrity in learner and assessment authentication and explain that resolving this issue would require NZQA modifying their assessment and moderation requirements, particularly if the two-lane assessment model was to be implemented. He added that conversations were also had with the TEC.

2.3 Guidance on Resource Sharing

Presenter: Martin Carroll

It was noted that this item was addressed in the Chair's report.

RESOLUTION:

That Te Komiti Mātauranga receives the paper on Guidance on Resource Sharing.

Moved: Martin Carroll
Seconded: Peter McPherson

CARRIED

2.4 SSAG report

Presenter: Martin Carroll

The Chair gave an update on the SSAG report and spoke to the risk of polytechnics being left out of the proposed new design.

It was noted that SSAG had put out a second set of questions and that Unitec would be making a submission based on the Unitec Research Committee's feedback.

Te Komiti Mātauranga thanked the Unitec Research Committee for leading the way and for providing good thoughts.

It was noted that there would be a third round of SSAG, and that the UAG report was yet to come.

RESOLUTION:

That Te Komiti Mātauranga receives the SSAG report.

Moved: Peter McPherson
Seconded: Laura Harvey

CARRIED

2.5 Ako Ahimura review of Professional Development for Teachers

Presenter: Jocelyn Williams

J Williams spoke to the paper and gave an overview of the report.

It was acknowledged that the new teacher induction was valuable and the Committee discussed whether it should be mandatory. It was noted that the frequency and timing was an issue if the induction was to become mandatory.

Action: J Williams to work with HR on developing a proposal around what making the new teacher induction mandatory would look like, and to check statistics of how many academic staff currently attend.

It was noted that some competencies (such as disciplinary industry expertise and engaging and integrating professional teaching and learning) would benefit from a badge and that it was work in progress.

It was noted that teaching excellence standards and research standards needed refreshing, and more specificity should be incorporated around what the research teaching nexus looks like in a vocational education institution.

It was noted that badges are not always the solution, but that AI lends itself to a badge approach. It was noted that there was an AI literacy module for kaimahi which should be available by mid-year with the opportunity for kaimahi to submit evidence for their learning.

The Chair thanked Jocelyn Williams and her team for the report.

RESOLUTION:

That Te Komiti Mātauranga receives the Ako Ahimura review of Professional Development for Teachers and approves the recommendations therein.

Moved: Liz Rainsbury

Seconded: Simon Tries

CARRIED

2.6 Summary of responses to NZQCF and Rules consultation

Presenter: Simon Tries

RESOLUTION:

That Te Komiti Mātauranga receives the Summary of responses to NZQCF and Rules consultation.

Moved: Simon Tries

Seconded: Liz Rainsbury

CARRIED

2.7 Summary of Submissions for public consultation on the draft iQAF

Presenter: Simon Tries

It was noted that the following consultation would be on the rules underpinning the new framework, and that the new rules should come into effect early 2026.

RESOLUTION:

That Te Komiti Mātauranga receives the Summary of Submissions for public consultation on the draft iQAF.

Moved: Simon Tries

Seconded: Luka Crosbie

CARRIED

2.8 Te Kawa Maiorooro version change and delegations update

A clarification was given on section 19 of the Delegations Register: the delegation to approve enrolment for 3rd time is limited to the 3rd time; in case of a 4th, 5th or 6th, enrolment, the request should go to the Regional Executive Directors.

Action: S Nash , M Carroll and C King to give clear guidance to APMs and Heads of Schools on what is expected in case of a 4th enrolment.

RESOLUTION:

That Te Komiti Mātauranga receives the Te Kawa Maiorooro version change and delegations update.

Moved: Simon Tries

Seconded: John Pepere

CARRIED

2.9 EPICs

Presenter: Simon Nash

S Nash spoke to the EPICs.

The Chair mentioned the TEC directive to limit enrolments for L3 Plumbing.

It was noted that 2025 was an unusual year because the strategies that could impact EPICs were being renewed locally for the first time in a few years, and so the EPICs were set in advance of this mahi.

Te Komiti Mātauranga noted that Unitec intended to develop its own EPICs at School level which may, in aggregate, target higher performance than the EPICs already submitted to the TEC.

RESOLUTION:

That Te Komiti Mātauranga receives the Youth Guarantee and Work Based EPICs.

Moved: Simon Nash

Seconded: John Pepere

CARRIED

3 Standing Items

3.1 Oversight of Quality Assurance Systems

Presenter: Simon Tries

RESOLUTION:

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

Moved: Simon Tries

Seconded: Simon Nash

CARRIED

3.2 Group Reporting

3.2.1 Māori Success

No report due.

3.2.2 Pacific Success

No report due.

3.2.3 Disability Success

No report due.

3.2.4 International Success

No report due.

3.3 Subcommittee Reporting

3.3.1 Unitec Research Committee Report

Presenter: Marcus Williams

It was noted that guidelines were being developed to provide guidance on the use of AI for transcription.

RESOLUTION:

That Te Komiti Mātauranga receives the report of the Unitec Research Committee.

Moved: Peter McPherson

Seconded: Irene Wu

CARRIED

3.3.2 Unitec Research Ethics Committee

Presenter: Marcus Williams

It was noted that the number of AI-related projects that come before UREC was increasing. It was asked whether UREC was sufficiently equipped to assess the risks related to AI.

M Williams noted he was very pleased with new UREC Chair.

RESOLUTION:

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

Moved: Peter McPherson

Seconded: Irene Wu

CARRIED

3.3.3 Postgraduate Research and Scholarships Committee

No report.

3.3.4 Quality Alignment Board

Presenter: Simon Tries

RESOLUTION:

That Te Komiti Mātauranga receives the update from Te Poari Whai Kounga | the Quality Alignment Board from its hui of 13 March 2025.

Moved: Simon Tries

Seconded: Peter McPherson

CARRIED

3.3.5 Academic Approvals Committee

Presenter: Simon Tries

S Tries spoke to the report. The Chair commended the Committee for using the hui for professional development since there were no programme changes to consider.

RESOLUTION:

That Te Komiti Mātauranga receive the update from Te Komiti Whakamana Hōtaka Hou | Academic Approvals Committee for the hui of 20 March 2025.

Moved: Simon Tries

Seconded: Guillermo Ramirez-Prado

CARRIED

3.3.6 Ako Ahimura Learning & Teaching Committee

Presenter: Jocelyn Williams

RESOLUTION:

That Te Komiti Mātauranga receives the update from the Ako Ahimura Learning & Teaching Committee hui held on 20th February and 20th March 2025.

Moved: Jocelyn Williams

Seconded: Irene Wu

CARRIED

3.3.7 Retrospective Change of Enrolment Committee

No report.

4 Ētahi Kaupapa Anō | Any Other Business


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: 4:40pm

Read and Confirmed

Chair: 
Date: 08/05/2025