



Te Komiti Mātauranga | Academic Committee

MINUTES

Date: Thursday 03 July 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

Guillermo Ramirez-Prado (proxy:
Susan Bennett)
Simon Nash
Chris King
Luka Crosbie

Jocelyn Williams
Liz Rainsbury
Peseta Sam Lotu-liga
Irene Wu

Attendance

Martin Carroll
Annette Pitovao
James Oldfield
Laura Harvey
John Pepere

Hadley Brown
Muhammad Rayyan Hassan
Peter McPherson
Simon Nash
Simon Tries

Sue Palfreyman
Susan Bennet
Viv Merito

In attendance:

Delphine Gesché (Secretary)

The Chair received all apologies and declared the meeting quorate.

Moved: Martin Carroll

Seconded: Muhammad Rayyan Hassan

CARRIED

1 Whakahaere o te Komiti | Committee Management

1.1 Membership

RESOLUTION:

It was resolved that Te Komiti Mātauranga confirm the removal of Toa Faneva as a member of Te Komiti Mātauranga.

Moved: Martin Carroll

Seconded: Laura Harvey

CARRIED

1.2 Work Plan

The workplan tracker was noted.

1.3 Actions

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

RESOLUTION:

It was resolved that the policy of Unitec be that the Academic Integrity module and AI literacy module be made generically available to students for Semester 2 of 2025, and further consideration be given to the work needed to make it mandatory in the future.

Moved: James Oldfield

Seconded: Susan Bennett

CARRIED

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

1.4.1 TKM Minutes

RESOLUTION:

It was resolved that Te Komiti Mātauranga receives the Minutes of the following meeting:

- 05 June 2025

Moved: Simon Tries

Seconded: Peter McPherson

CARRIED

1.4.2 ACSC Minutes

RESOLUTION:

It was resolved that Te Komiti Mātauranga notes the minutes of the following Standing Committee meetings:

- 21 May 2025
- 11 June 2025

Moved: Simon Tries

Seconded: Hadley Brown

CARRIED

1.5 Matters arising

Nil

1.6 Correspondence

The correspondence was discussed. It was noted that Unitec would need to decide whether to get its own programme approvals for unified programmes, or offer the programme under another entity's approval via MoU. It was noted that Simon Tries would lead this.

2 General Business

2.1 Chairperson's Report

Presenter: Martin Carroll

The Chair explained that Cabinet had met and was releasing information in a staggered way. It was noted an announcement had been made on ISBs.

The Chair talked about EPICs and explained that in 2025, the projected EPICs that were previously in place were straight lined. It was noted that when compared with the EPIs, the EPICs seemed incorrect as the straight-line projections dated back to COVID. It was noted that projections for the course completion and areas that weren't manifestly impacted by COVID were continuing, and for the rest, the baseline had been reset to the 2024 EPI data. It was noted that the EPICs will come to TKM.

It was advised that 2026 would be the first year that EPICs are part of the Unitec Investment Plan (as opposed to Te Pūkenga Investment Plan). Mid-2026, new strategies will be in place which will inform the approach to recalibrating the EPICs.

RESOLUTION:

It was resolved that Te Komiti Mātauranga receives the Chairperson's Report

Moved: Annette Pitovao

Seconded: Muhammad Rayyan Hassan

CARRIED

2.2 Artificial Intelligence

Presenter: Martin Carroll

It was advised that the AI Committee would be looking to approve as default AI policy or guidelines a number of industry sector seminal documents that have been published.

The Copilot initiative was mentioned; it was noted that an audit needed to be run at Unitec and MIT, before developing user cases for the AI Committee to approve.

2.3 2027 Academic Calendar

Presenter: Simon Tries

RESOLUTION:

It was resolved that Te Komiti Mātauranga approves the 2027 Academic Calendar.

Moved: Simon Tries

Seconded: Peter McPherson

CARRIED

2.4 Moderation 2024 Annual Report

Presenter: Simon Tries

The Chair thanked the team for producing a new, high-quality, very useful report, and invited the Committee to provide feedback on how it can be further developed.

Action: everyone to revisit the Moderation 2024 Annual Report at the August hui and provide feedback on further enhancements.

RESOLUTION:

It was resolved that Te Komiti Mātauranga receives the 2024 Annual Moderation Report and note that further consideration is being given to how best to address the issues identified in the report.

Moved: Sue Palfreyman

Seconded: Laura Harvey

CARRIED

2.5 Degree Monitoring 2024 Annual Report

Presenter: Simon Tries

RESOLUTION:

It was resolved that Te Komiti Mātauranga receives the Degree Monitoring 2024 Annual Report.

Moved: Simon Tries

Seconded: Peter McPherson

CARRIED

2.6 Programme Review 2024 Annual Report

Presenter: Simon Tries

RESOLUTION:

It was resolved that Te Komiti Mātauranga receives the Programme Review 2024 Annual Report.

Moved: Simon Tries

Seconded: Susan Bennett

CARRIED

2.7 Consistency Review 2024 Annual Report

Presenter: Simon Tries

RESOLUTION:

It was resolved that Te Komiti Mātauranga receives the Consistency Reviews 2024 Annual Report.

Moved: Simon Tries

Seconded: Peter McPherson

CARRIED

MOVED INTO CLOSED SESSION

Resolution to Move into Public Excluded Session

It was resolved that Te Komiti Mātauranga move into public-excluded session to consider items that require confidentiality.

2.8 Managing Regulatory Responsibilities 2024 Annual Report

Moved: Martin Carroll

Seconded: James Oldfield

CARRIED

RESUMED IN OPEN SESSION

2.9 Education Code of Practice Self-Assessment Report

Presenter: Annette Pitovao

It was noted there was data in Protecht that Unitec would want back. It was asked whether Edulink modules could be plugged into Moodle.

Action: A Pitovao to liaise with James Meyer and James Oldfield to save the Edulink files.

RESOLUTION:

It was resolved that Te Komiti Mātauranga receives the Education Code of Practice Self-Assessment Report.

Moved: Annette Pitovao

Seconded: Peter McPherson

CARRIED

3 Standing Items

3.1 Oversight of Quality Assurance Systems

Presenter: Simon Tries

RESOLUTION:

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

Moved: Simon Tries

Seconded: James Meyer

CARRIED

3.2 Group Reporting

3.2.1 Māori Success

Presenter: Vivienne Merito

RESOLUTION:

It was resolved that Te Komiti Mātauranga receives the report on Māori Success.

Moved: Vivienne Merito

Seconded: Peter McPherson

CARRIED

3.2.2 Pacific Success

Presenter: Luka Crosbie

No report.

3.2.3 Disability Success

Presenter: Annette Pitovao

No report due to there being nothing additional to report on.

3.2.4 International Success

Presenter: Annette Pitovao

RESOLUTION:

It was resolved that Te Komiti Mātauranga receives the report on International Success.

Moved: Annette Pitovao

Seconded: Muhammad Rayyan Hassan

CARRIED

3.3 Subcommittee Reporting

3.3.1 Unitec Research Committee Report

Presenter: Hadley Brown

Hadley Brown acknowledged Brenda Massey for her excellent secretarial support.

It was suggested to discuss with URC the criteria for setting up Research Centres to protect them from risk when a staff member leaves.

Action: Hadley to send document on Sensitive Expenditure he drafted for Te Pūkenga to Martin Carroll, Vivienne Merito and Kristine Brothers

It was announced that a new Director, Research and Enterprise had been appointed.

RESOLUTION:

It was resolved that Te Komiti Mātauranga receives the URC report and accompanying minutes.

Moved: Hadley Brown

Seconded: Vivienne Merito

CARRIED

3.3.2 Unitec Research Ethics Committee

Presenter: Hadley Brown

It was noted that the minutes were from May and not June.

RESOLUTION:

It was resolved that Te Komiti Mātauranga receives the UREC report and accompanying minutes.

Moved: Hadley Brown

Seconded: Susan Bennett

CARRIED

3.3.3 Postgraduate Research and Scholarships Committee

Presenter: Hadley Brown

No report (no meeting).

3.3.4 Quality Alignment Board

Presenter: Simon Tries

RESOLUTION:

It was resolved that Te Komiti Mātauranga receives the QAB report and accompanying minutes.

Moved: Simon Tries

Seconded: Sue Palfreyman

CARRIED

3.3.5 Academic Approvals Committee

Presenter: Simon Tries

No report (no meeting).

3.3.6 Ako Ahimura Learning & Teaching Committee

Presenter: Jocelyn Williams

No report (no meeting).

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: 4:26pm

Read and Confirmed

Chair: 

Date: 07 August 2025