



minutes

Meeting via MS Teams

2025-23-07

8.00am – 8.15am

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

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

Apology:

In attendance: Delphine Gesché

<u>Item #</u>	M Carroll	S Tries	S Nash	C King
1	Moved	Seconded		
2		Moved	Seconded	
3			Moved	Seconded
4		Moved	Seconded	
5		Moved		Seconded
6 a	Moved	Seconded		
6 b		Moved		Seconded

1. Previous Minutes

The Minutes of 23 July 2025 were approved.

• **Action:** S Tries and C King to investigate the removal of milestone requirements and look to restructure this as an embedded programme relationship. S Tries and C King to come back with a progress report by the end of July. Action closed.

Recommendation:

The Academic Committee Subcommittee recommends that Te Komiti Mātauranga remove milestone awards from Unitec programmes.

• **Action:** ACSC tasks C King with investigating the cross-credit application issue. C King to develop Terms of Reference for M Carroll to sign off. Deferred until first meeting in August.

2. Graduand Approval List

From: Tara Roberts (Team Leader, Academic Registry & Graduation) File Name: *20250723_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\0723_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\0723_ACSC

3. Grading basis for Te Pūkenga 4 point competency grades

From: Simon Tries

File Name: *Grading basis for Te Pūkenga 4 point competency grades*

It was noted that the 2024 NZCAE grades were readjusted in accordance with the Resolution from the ACSC meeting dated 02 July 2025.

Resolution:

That Academic Committee Standing Committee confirm:

- the thresholds for the Te Pūkenga 4 point competency based assessment grading basis (CBA-4) (C20) as proposed
- note the actions already taken to address the issue

4. Status of expiring and discontinued programmes

From: *Steve Marshall, Lead Quality Systems, Te Korowai Kahurangi*

File Name: Status of expiring and discontinued programmes

Resolution:

That Academic Committee Standing Committee

1. Receives the updated expiring/discontinued status for each programme as noted in the attached data sheet.
2. Approved the inactivation in Unitec systems of those programmes noted in the report that have been confirmed as being no longer offered and in which there are no active students.
3. Approve the inactivation in Unitec systems using a 'future row date' for those programmes which have not yet reached the 'last date of completion' but which will lapse on that date.

Action: S Tries and C King to check whether there is an active enrolment in the Master of Osteopathy.

5. International Equivalencies

From: Simon Tries

<https://www.unitec.ac.nz/international/study-with-us/country-specific-criteria>

Recommendation to Te Komiti Mātauranga:

That the Academic Committee Subcommittee be delegated decision-making authority in respect of international entry requirement equivalencies.

Action: S Tries to respond to D Sirimanne advising that ACSC will be the decision-maker for international entry requirement equivalencies, and that requests need to provide full justification and benchmarking against NZQA and other relevant databases.

Action: M Carroll to add the decision for ACSC to be the decision-maker for international entry requirement equivalencies to the list of Academic Integration Projects

6. General Business

Resolution:

That the Academic Committee Subcommittee second Chris Park as a member of ACSC.

The request from the School of Environmental and Animal Science that unified programmes put some prerequisites in place and change the way courses are structured and delivered, was discussed.

Resolution:

It was resolved that waivers of prerequisite in the Veterinary Nursing qualification can be done by way of a series of individual learning plans on a case-by-case basis, to be approved by the Director, Schools and Performance.

Meeting closed at 8:58am.

7. 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.