

**THE UNIVERSITY OF WAIKATO  
TE WHARE WĀNANGA O WAIKATO**

**ACADEMIC BOARD**

Minutes of the meeting held on 28 September 2023

**Present:** Professor N Quigley (Chair), Dr A Alvarez-Jimenez, Dr K Barbour, Professor M Barbour, Ms R Barker, Ms M Blake, Mr M Bolger, Associate Professor J Bowen, Ms J Campion, Ms K Clarkson, Professor E Collins, Associate Professor T Daya-Winterbotton, Associate Professor S Dillon, Professor M Duke, Dr K Edmonds, Dr D Forbes, Associate Professor W Fox-Turnbull, Professor M Harcourt, Dr K Hébert-Losier, Dr K Hemi, Professor A Hinze, Professor G Holmes, Ms K Kaur, Dr J Kingsbury, Professor J Lane, Professor P Leman, Professor R Longhurst, Associate Professor M Low, Professor M Parsons, Professor S Peters, Associate Professor K Petrie, Prof V Reid, Professor A Roy, Ms M Scaletti, Professor F Scrimgeour, Dr A Stewart, Professor A Strutt, Ms L Swears, Ms K Watene-Hakaria, Mr P Te Whau, Ms L Thebe

**In attendance:** Mr B McGibbon

**Secretariat:** Mr T O'Brien, Ms S Berry

**23.51 APOLOGIES**

**Received**

Apologies for absence from Associate Professor T Bowell, Professor K Bryan, Professor B Cowie, Dr J Gibb, Professor A Jones, M Jordan-Tong, Professor S Morrison, Associate Professor J Mullarney, Dr S Peel, Professor K Perszyk, and Dr S Tiakiwai.

**23.52 CONFIRMATION OF THE MINUTES OF THE MEETING (PART 1) HELD ON 27 JULY 2023**

**Confirmed**

The minutes of the meeting (Part 1) held on 27 July 2023, as set out in document 23/325a.

**23.53 REPORT OF THE VICE-CHANCELLOR (PART 1)**

**Received**

The report of the Vice-Chancellor (Part 1), as set out in document 23/326a.

## **23.54 REPORT FROM STUDENT MEMBERS**

### **Noted in discussion**

1. That student representatives had met with the Audit Panel as part of the Academic Quality Agency's Cycle 6 Academic Audit of the University of Waikato. They had also met with the Ministry of Education as part of initial discussions around a review of tertiary funding in New Zealand.
2. That, in their advocacy work, the Student Union had noted the difficulties of being a student in the current environment. Many students had to balance their studies with full or part time work.
3. That consultation had occurred regarding the 2024 Student Services Levy. Student representatives had indicated comfort with a 4.5 per cent 'inflation only' increase. The priority for the use of any additional levy funding was further support for international students. Consideration had been given to whether financial support services would be the highest priority, however it was noted that there are free community organisations providing that support and an alternative would be creating stronger linkages with those groups. The capacity for additional services to be funded from the levy was dependant on growth in student numbers.
4. That Te Mana Ākonga had been restructured and would be better placed to provide support to Māori students across the motu. University of Waikato students held six positions on the reshaped Board.

## **23.55 REPORT OF COUNCIL**

### **Received**

1. The report of the 15 August 2023 meeting of Council, as set out in document 23/327.
2. An oral report from the elected staff member to Council.

### **Noted in discussion**

That Ms M Blake had attended her first meeting of Council as the elected staff representative.

## **23.56 REPORT OF THE RESEARCH COMMITTEE**

### **Received**

The report of the Research Committee meeting held on 30 August 2023, as set out in document 23/328.

## **23.57 REPORT OF THE EDUCATION COMMITTEE**

### **Received**

The report of the Education Committee meeting held on 7 September 2023, as set out in document 23/329.

**Noted in discussion**

1. That thanks were expressed to all staff, and students, who participated in the Cycle 6 Academic Audit.
2. That the Education Committee had fallen below quorum at certain stages of its' recent meeting. It was important that members of committees attended where they are able to do so.

**23.58 REPORT OF THE PACIFIC STRATEGIC COMMITTEE**

**Received**

The report of the Pacific Strategic Committee meeting held on 17 August 2023, as set out in document 23/330.

**23.59 REPORTS OF THE DIVISIONAL BOARDS**

**Received**

The reports of the Divisional Board meetings held 1 – 5 August 2022, as set out in documents 22/331-22/334.

**23.60 REPORT OF THE MĀORI ACADEMIC BOARD OF STUDIES**

**Received**

The report of the Māori Academic Board of Studies meeting held on 16 August 2023, as set out in document 23/335.

**23.61 FLEXI REVIEW REPORT**

**Considered**

Feedback to the Deputy Vice-Chancellor Academic and Pro Vice-Chancellor Teaching and Learning, on the recommendations of the Flexi Review Report, as set out in document 23/284.

**Noted in discussion**

1. That the Flexi Review Report will also go to other committees for feedback as well as forums for consultation with professional staff and students.
2. That, generally speaking, the report indicated the desire was to continue with a flexible learning approach. Students had given a clear message that flexibility was appreciated and, in some cases, a necessity in order to be able to study at the University. Students had also indicated the importance of knowing whether there was a flexible path through a programme at the commencement of study.
3. That it was important to remain conscious of the kind of scholarly community the University wished to create. There was an opportunity to create a vibrant, active community which valued face-to-face interactions whilst also responding to the outcomes of this review.
4. That it was also important to understand the value proposition of university study in the context of free online learning alternatives.

5. That the Flexi review was a good example of how consultation could be done, in particular, with students. The evidence base provided by the report was also appreciated.
6. That students appreciated the commitment to keep Flexi offerings available at least until 2026 whilst the outcomes of the review were being implemented. There was also strong support for guidance on etiquette when participating in synchronous online learning.
7. That information from Paper and Teaching Evaluations has been used in the pre-report and could be updated for inclusion in the final report. Also, data from how students use Panopto recording could be investigated.

## 23.62 ACADEMIC DEVELOPMENTS ROUND ONE 2023

### Reported

1. That the following Round One 2023 Academic Development proposals that were put forward by the University of Waikato have been approved by NZVCC CUAP:
  - a. Introduction of a Major in Criminology in the Bachelor of Social Sciences.
  - b. Introduction of a Bachelor of Banking, Finance and Technology.
  - c. Introduction of a Master of Professional Accounting (CA Program) and Postgraduate Certificate in Professional Accounting.
  - d. Introduction of a Master in Teaching English for Speakers of Other Languages.
  - e. Introduction of a Biomedical Science postgraduate subject to the Master of Science and Master of Science (Research), subject to CUAP required amendments.
  - f. Introduction of a Master of Technology Innovation in Business and Postgraduate Diploma in Technology Innovation and Business.
  - g. Introduction of a Major in Marine Science for the Bachelor of Science and Bachelor of Science (Technology).
  - h. To reduce the number of required points for the Master of Professional Accounting.
  - i. To amend the Bachelor of Health and Bachelor of Health, Sport and Human Performance qualifications.
  - j. To amend the regulations for the Master of Engineering Practice.
2. That the full list and details of our proposals are available on the [Academic Office website](#).

## 23.63 ACADEMIC DEVELOPMENTS ROUND TWO 2023

### Reported

That the Academic Developments submitted by the University of Waikato and other universities to NZVCC CUAP for consideration in Round Two 2023 are available on the [Academic Office website](#).

## **23.64 CATEGORY C, DELETION AND WORK-INTEGRATED LEARNING PROPOSALS**

### **Received**

The list of Category C proposals signalled to date, as set out in document 23/16 (revised 12 September 2023).

### **Resolved**

1. To approve the seven Category C proposals, as set out in documents 23/169d, 23/259a-c & f-h.
2. To approve the five Deletion proposals, as set out in documents 23/187a-e.
3. To approve the three Work-Integrated Learning regulation amendments, as set out in document 23/188a-c.

## **23.65 DEGREES, DIPLOMAS AND CERTIFICATES STATUTE**

### **Reported**

That the Degrees, Diplomas and Certificates Statute is updated annually to take account of new qualifications that have been proposed during the year.

### **Recommended**

That Council approve the Degrees, Diplomas and Certificates Statute 2023, as set out in document 23/314.

## **23.66 SCHEDULE OF LIMITATIONS ON ENROLMENTS**

### **Reported**

1. That the schedule of programmes and papers for which enrolments are to be limited are published in the Calendar in association with the Limitations Statute.
2. That document 23/157 lists papers for which limitations on enrolments have been proposed for 2024 and includes 2023 enrolment figures as at 2 May 2023.
3. That the Schedule has been revised following feedback from the Divisions and the Curriculum Committee.

### **Noted in discussion**

1. That the University had a legal obligation to accept students who had met the admission criteria for a programme unless a limitation had been placed on it.
2. That, given the rate of growth in programmes generally, limitations should be kept to a minimum and other study options identified where they are necessary.
3. That the limitation on the Master of Nursing Practice should be 75, and the limitation on the Bachelor of Nursing should be 140.

### **Resolved**

To approve the Schedule of Limitations on Enrolments for 2024, subject to the amendment noted in point 3 above, as set out in document 23/157 (revised 19 September 2023).

### 23.67 2024 KEY COMMITTEE DATES

#### **Reported**

1. That the proposed 2024 key committee dates take into account the additional CUAP round beginning on 1 March 2024.
2. That the 2024 Key Committee Dates were recommended by the Divisional Boards, the Pacific Strategic Committee, the Māori Academic Board of Studies, Curriculum Committee, Research Committee and Education Committee in August and September 2023.

#### **Resolved**

To approve the 2024 Key Committee Dates, as set out in document 23/246.

### 23.68 2025 TEACHING AND ASSESSMENT DATES

#### **Reported**

That 2025 Teaching and Assessment dates were recommended by the Divisional Boards, the Māori Academic Board of Studies, the Pacific Strategic Committee, Curriculum Committee and Education Committee in August and September 2023.

#### **Noted in discussion**

1. That there was a desire to see non-Christian holidays reflected in the Teaching and Assessment Dates document. Whilst the number of such days would mean that they could not necessarily result in teaching and assessment breaks it would be helpful if, in consultation with students, key dates could be identified, recorded, and an appropriate communication plan put in place around them.
2. That it would be helpful to see graduation dates reflected in the Teaching and Assessment Dates document.
3. That international students, in particular, would benefit from a return of December graduations so that they did not need to make another trip back to New Zealand for graduation.

#### **Resolved**

To approve the Teaching and Assessment dates for 2025, as set out in document 23/250.

### 23.69 AMENDMENTS TO THE STUDENT DISCIPLINE COMMITTEE CONSTITUTION

#### **Resolved**

To approve the proposal to amend the Student Discipline Committee Constitution, as set out in document 23/336.

## 23.70 GRADUATING YEAR REVIEWS

### Reported

1. That the Education Committee approved the following GYRs for 2023 for submission to CUAP on 1 October 2023:
  - a. Bachelor of Management Studies with Honours
  - b. Materials Science major and minor
  - c. Māori and Indigenous Studies and Pacific and Indigenous Studies majors and minors
  - d. Bachelor of Health, Sport and Human Performance majors
  - e. Bachelor of Design and Bachelor of Design (Honours)
  - f. Graduate Certificate (Project Management)
2. That a list of GYRs due from 2023 – 2026, a copy of the GYR timeline, handbook and other relevant information was available on the [Academic Office webpage](#).

## 23.71 DOMESTIC GUARANTEED CREDIT AGREEMENTS

### Reported

1. That the following Guaranteed Credit Agreements (GCA) have been renewed for 2024:
  - a. Toi Ohomai NZ Diploma in Sport, Recreation & Exercise (L5 & L6).
  - b. NZ Institute of Sport NZ Diploma in Sport, Recreation & Exercise (Multi-sector) (L5 & L6).
  - c. Toi Ohomai NZ Diploma in Environmental Management (L6).
  - d. Eastern Institute of Technology NZ Diploma in Environmental Management (L5).
  - e. Toi Ohomai NZ Diploma in Business (L5).
  - f. Toi Ohomai NZ Diploma in Engineering.
  - g. Wintec NZ Diploma in Engineering.
  - h. NZ Music of Education Board – Associate Diploma or Licentiate Diploma.
2. That copies of all GCA were available via the following link: [Domestic Partnerships Database](#).

## 23.72 INTERNATIONAL GUARANTEED CREDIT AGREEMENTS

### Reported

1. That the Education Committee approved the following International GCA:
  - a. INTI International University, Malaysia.
  - b. Vidyalkar School of Information Technology, India.
  - c. Sichuan International Studies University, China.
2. That copies of these GCA will be made available on Raiser's Edge or My Waikato, or by contacting the Partnerships team at [global@waikato.ac.nz](mailto:global@waikato.ac.nz).

### **23.73 ANNUAL REPORT**

#### **Received**

The Student Discipline Committee 2022 annual report, as set out in document 23/303.

### **23.74 GENERAL**

#### **Noted in discussion**

That the Board acknowledged Dr Ēnoka Murphy for his achievement in being named the Prime Minister's Educator of the Year at the 2023 Te Whatu Kairangi – Aotearoa Tertiary Educator Awards.

### **23.75 TOPICS FOR A FUTURE AGENDA**

#### **Considered**

Any topics for inclusion on a future agenda of the Academic Board.

### **23.76 DATE OF NEXT MEETING**

#### **Reported**

That the next meeting of the Academic Board would be held on Wednesday 6 December 2023 at 2.10pm in Pā.G.13.

## **AGENDA PART TWO – CONFIDENTIAL**

#### **Resolved**

That the public be excluded from this meeting to allow consideration of the following items:

1. Minutes (Part 2) of the Academic Board meeting of 27 July 2023
2. Report of the Vice-Chancellor (Part 2)

**The interests protected under the Local Government Information and Meetings Act 1987 and/or the Official Information Act 1982 which would be prejudiced by the public conduct of these proceedings were:**

Item 1 affected material previously dealt with in a meeting from which the public was excluded.  
Item 2 affected the disclosure or use of official information for improper gain or advantage and to protect the commercial interests of the University.

Tim O'Brien  
Alison Beardsmore  
**Academic Office**