

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

ACADEMIC BOARD

Minutes of the meeting held on 8 December 2021 (Part 1)

Present: Professor N Quigley (Chair), Professor M Barbour, Dr P Barrett, Professor B Barton, Mr M Bolger, Associate Professor T Bowell, Dr J Bowen, Professor C Breen, Professor K Bryan, Ms K Campbell-Kamariera, Ms J Champion, Associate Professor M Cheng, Professor E Collins, Professor B Cowie, Professor B Curtis, Dr C Curtis, Associate Professor S Dillon, Professor M Dyer, Associate Professor S Ellis, Mr J Govers, Dr K Hébert-Losier, Dr K Hemi, Associate Professor A Hinze, Professor G Holmes, Associate Professor M Houlahan, Professor B Jackson, Professor B James, Ms A Jolliffe-Simpson, Professor A Jones, Ms M Jordan-Tong, Professor D Klinger, Professor T Kukutai, Professor P Leman, Mr Z Liu, Ms M Lolaki, Professor R Longhurst, Associate Professor A Mohsin, Mr M Oladejo, Dr S Peel, Associate Professor S Peters, Associate Professor K Petrie, Professor B Pfahringer, Associate Professor M Prinsep, Ms A Ranginui-Charlton, Professor V Reid, Professor A Roy, Mr T M Rurehe, Associate Professor G Schott, Professor F Scrimgeour, Dr S Tiakiwai, Dr J Waiti, Professor M Walmsley, Professor I White.

In attendance: Mrs R Alexander, Ms A Beardsmore, Ms I Leeming, Mr B McGibbon, Ms T Pilet, Ms M Smith

Secretariat: Mr T O'Brien

21.90 APOLOGIES

Received

Apologies for absence from Professor M Berryman, Ms M Blake, Ms T Brown, Dr K Edmonds, Ms K Fisher, Associate Professor T Keegan, Associate Professor G Khan, Professor M Manley-Harris, Associate Professor S Morrison, Associate Professor K Perszyk, Professor K Pickering, Professor A Rose, Ms M Singh, Professor S Strasser, Ms L Thebe, and Professor M Thrupp.

21.91 CONFIRMATION OF THE MINUTES OF THE MEETING (PART 1) HELD ON 29 SEPTEMBER 2021

Confirmed

The minutes of the meeting (Part 1) held on 29 September 2021, as set out in document 21/518a.

21.92 REPORT OF THE VICE-CHANCELLOR (PART 1)

Received

The report of the Vice-Chancellor (Part 1), as set out in document 21/519a.

21.93 REPORT FROM STUDENT MEMBERS

Noted in discussion

1. That the new student services levy had been approved by Council, and thanks were expressed to students who had provided input into reviewing the levy. That the levy provided more mental health support.
2. That a welcome was extended to the incoming Waikato Students' Union (WSU) student members on the Board.
3. That the WSU had engaged in a variety of kaupapa in 2021, and appreciated having student input, particularly into the key University plans and strategies that had been developed this year.
4. That the WSU would continue to run Tikanga workshops for class reps, and would also be recruiting for a new Tikanga Advisor position. Further, that there were two WSU Board positions still vacant and these would be filled in the new year.

21.94 REPORT OF COUNCIL

Received

1. The report of the 12 October 2021 meeting of Council, as set out in document 21/520.
2. An oral report from the elected staff member to Council.

Noted in discussion

That a number of appointments had been made to Council, and to the committees of Council. Thanks had been expressed to the outgoing WSU President for her contribution to Council over the last two years.

21.95 REPORT OF THE EDUCATION COMMITTEE

Received

The report of the Education Committee meeting held on 17 November 2021, as set out in document 21/521.

Noted in discussion

1. That progress on phase 2 of the Ōritetanga Project was going well. This was focussed on developing the student dashboard and the Study Advising programme. That the inclusion of early assessment, as communicated recently by the Pro Vice-Chancellor Teaching and Learning, would play an important part in identifying students who might be struggling.
2. That further detailed work on the agreed high level Principles of Assessment would be carried out in 2022.

21.96 REPORT OF THE RESEARCH COMMITTEE

Received

The report of the Research Committee meeting held on 3 November 2021, as set out in document 21/522.

Noted in discussion

1. That a new Sustainability Report would provide a comprehensive way to capture activity in alignment with the United Nations Sustainable Development Goals. That this report would reflect work being done in research, teaching and learning, and operationally across the University.
2. That the University's approach to Performance Based Research Funding for 2025 would receive a soft launch prior to Christmas, with more active communications to staff planned for the new year.

Te Ara Paerangi Future Pathways Green Paper

3. That consultation on Te Ara Paerangi Future Pathways Green Paper would close on 2 March 2022. That this was an important opportunity for the University, groups and individuals to have input into reshaping research, science and innovation in New Zealand.
4. That the Treaty of Waitangi would be incorporated into the both the content and process of our response to the Green Paper. Further, that individuals with a particular interest in the various themes of the Green Paper were also encouraged to submit their own views.
5. That, in addition to having input into the initial proposed structure, there would also be a chance to provide an ongoing response to the outcomes being generated from this review.

21.97 REPORT OF THE MĀORI ACADEMIC BOARD OF STUDIES

Received

The report of the Māori Academic Board of Studies meeting held on 13 October 2021, as set out in document 21/523.

21.98 REPORT OF THE PACIFIC STRATEGIC COMMITTEE

Received

The report of the Pacific Strategic Committee meeting held on 19 November 2021, as set out in document 21/524.

21.99 REPORTS OF THE DIVISIONAL BOARDS

Received

The reports of the Divisional Board meetings held on 4 – 8 October 2021, as set out in document 21/525-21/528.

21.100 TE RAUTAKI MĀTAURANGA ACADEMIC PLAN 2022-2026

Reported

1. That a revised version of the Academic Plan 2022-2026 had been considered by the Boards of Studies, Divisional Boards, the Māori Academic Board of Studies, Curriculum Committee, Academic Quality Committee, Research Committee, the

Pacific Strategic Committee and Education Committee in October and November 2021.

2. That the plan had also been circulated for consultation with all staff unions and with students via the Waikato Students' Union.
3. That the plan had been revised accordingly and a summary of the response to feedback was appended.

Noted in discussion

1. That thanks had been expressed to everyone who had provided feedback on the plan. The most significant changes made were the amendment of objective 3, which related to flexible teaching practices, and the incorporation of sustainability through the plan.
2. That the Indicators of Success would be appended to the plan within the next six months, and that this would include details such as targets for developing and retaining Māori staff.

Recommended

That Council approve Te Rautaki Mātauranga Academic Plan 2022-2026, as set out in Appendix 1 of document 21/273 (revised 26 November 2021).

21.101 TE RAUTAKI RANGAHAU RESEARCH PLAN 2022-2026

Reported

1. That the Research Plan 2022-2026 had been considered by the Divisional Boards, the Māori Academic Board of Studies, the Postgraduate Research Committee, Research Committee, the Pacific Strategic Committee and Education Committee in October and November 2021.
2. That the plan had also been circulated for consultation with all staff via the General Update email in September 2021.
3. That the plan had been revised accordingly and a summary of the response to feedback was appended.

Noted in discussion

1. That the feedback received on the Plan was appreciated and it was noted that this had strengthened the Plan considerably. That, in response to feedback, a specific strategy for graduate students would be developed to complement the Research Plan.
2. That there was an acknowledgement of the workload issues raised by staff in their feedback, this needed to be addressed as part of a wider discussion about workloads across the University.

Recommended

That Council approve Te Rautaki Rangahau Research Plan 2022-2026, as set out in document 21/378 (revised 29 November 2021).

21.102 UNIVERSITY OF WAIKATO TREATY STATEMENT

Considered

Feedback to the Vice-Chancellor on the draft statement: *The Treaty of Waitangi and the University of Waikato*, as set out in document 21/529.

Noted in discussion

1. That the statement had been developed to provide Council with more formal guidance and a framework to assist in giving effect to the Treaty.
2. That feedback would be welcomed through the publicised communication channels until the end of January 2022. Council would consider the statement again at their meeting in February 2022.

21.103 ROUND ONE 2022 ACADEMIC DEVELOPMENTS

Received

1. The current list of proposals for Round One 2022 that had been signalled to date or deferred from previous rounds, as set out in document 21/395 (revised 23 November 2021).
2. The Academic Development timeline for 2022, as set out in document 21/301.

21.104 CATEGORY C AND DELETION PROPOSALS

Received

1. The list of proposals that had been signalled for Round C, as set out in document 20/535 (revised 25 November 2021).
2. The Category C and Specialisation proposals timeline for 2022, as set out in document 21/302.

Resolved

To approve the 14 Category C proposals, as set out in documents 21/462a-n.

21.105 DRAFT 2023 TEACHING AND ASSESSMENT DATES

Reported

That the draft 2023 Teaching and Assessment dates had been considered by the Divisional Boards, the Māori Academic Board of Studies, the University of Waikato College Academic Sub-committee, Curriculum Committee, and Education Committee in October and November 2021.

Resolved

To approve the draft Teaching and Assessment dates for 2023, as set out in document 21/421.

21.106 SPECIAL CONSIDERATION COMMITTEE

Reported

1. That clause 6 of the constitution of the Special Consideration Committee provided for three academic staff members appointed by the Chairperson of the Special

Consideration Committee from a pool of four academic staff nominated by the Academic Board for terms of up to three years such that the terms of the members provide for continuity.

2. That one panel member's term was due to expire on 31 December 2021 and a replacement member was required.

Resolved

To approve the nomination of Dr Nirosha Hewa Wellalage to the Special Consideration Committee, as set out in document 21/530.

21.107 STUDENT DISCIPLINE COMMITTEE

Reported

1. That clause 2 of the constitution of the Student Discipline Committee provided for two people to be appointed by the Chairperson of the Student Discipline Committee from a panel of twelve staff nominated by the Academic Board for terms of up to three years such that the terms of the members provided for continuity.
2. That one panel member had left the University and a replacement member was required.

Resolved

To approve the nomination of Dr Lynne Chepulis to the Student Discipline Committee panel, as set out in document 21/531.

21.108 DOMESTIC GUARANTEED CREDIT AGREEMENTS

Reported

1. That at their meeting on 17 November 2021 the Education Committee approved the following Guaranteed Credit Agreements (GCA) for 2022:
 - a. Toi Ohomai NZ Diploma in Sport, Recreation and Exercise (Level 5 & 6) to the Bachelor of Health, Sport and Human Performance degree.
 - b. Toi Ohomai NZ Diploma in Engineering to the Bachelor of Engineering (Hons) degree – Environmental Engineering strand, subject to the approval of the Environmental Engineering Category C proposals by the Academic Board.
 - c. Wintec NZ Diploma in Engineering to the Bachelor of Engineering (Hons) degree – Environmental Engineering strand subject to the approval of the Environmental Engineering Category C proposals by the Academic Board.
 - d. New Zealand Institute of Sport's NZ Diploma in Sport, Recreation and Performance (Level 5 & 6) to the Bachelor of Health, Sport and Human Performance.
2. That copies of these GCAs were available on the Domestic [Partnerships Database](#).

21.109 INTERNATIONAL GUARANTEED CREDIT AGREEMENTS

Reported

1. That at their meeting on 17 November 2021 the Education Committee approved the following GCA between the:
 - a. Sri Lanka Institute of Information Technology (SLIIT) and the School of Engineering
 - b. SLIIT & the School of Computing and Mathematical Sciences
2. That copies of these GCAs were available on the [International Partnerships Database](#).

21.110 STUDY LEAVE REPORT

Received

A report from the Senior Deputy Vice-Chancellor on study leave for the period November 2020 to October 2021, as set out document 21/532.

Noted in discussion

1. That there were a number of outstanding reports due and the timeliness of report submission continued to be an issue. Reports should be submitted within two months of return from study leave.
2. That study leave was a great way to develop our expanding range of partnerships with other institutes. A number of changes had been made recently to make it easier for staff to utilise study leave.

21.111 ANNUAL REPORT

Received

The 2020 Annual Report of the Human Research Ethics Committee, as set out in document 21/533.

21.112 GENERAL

Noted in discussion

That the outgoing WSU President had been acknowledged for her contribution to the Academic Board during her term.

21.113 DATE OF NEXT MEETING

Reported

That the next meeting of the Academic Board would be held on Wednesday 16 March 2022 at 2.10pm in the Council Room.

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 29 September 2021
2. Matters arising from the minutes (Part 2) of the Academic Board meeting of 29 September 2021
3. Report of the Vice-Chancellor (Part 2)
4. Honorary Award

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 and Item 2 affected material previously dealt with in a meeting from which the public was excluded.

Item 3 affected the disclosure or use of official information for improper gain or advantage and to protect the commercial interests of the University.

Item 4 affected the privacy of natural persons.

Tim O'Brien
Alison Beardsmore
Academic Office