

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

ACADEMIC BOARD

Minutes of the meeting held on 18 February 2020 (Part 1).

Present: Professor N Quigley (Chair), Professor M Barbour, Dr P Barrett, Professor B Barton, Professor M Berryman, Associate Professor B Bicknell, Associate Professor T Bowell, Dr J Bowen, Mr S Campbell, Ms J Champion, Associate Professor M Cheng, Professor B Clarkson, Mr N Cooper, Dr C Curtis, Associate Professor S Dillon, Professor M Dyer, Associate Professor S Ellis, Mr R Hallett, Dr K Hébert-Losier, Associate Professor A Hinze, Professor B Hokowhitu, Professor G Holmes, Associate Professor M Houlahan, Professor A Jones, Ms M Jordan-Tong, Dr G Khan, Professor A Kirkman, Professor D Klinger, Professor T Kukutai, Mr Z Liu, Professor R Longhurst, Professor M Manley-Harris, Associate Professor A Mohsin, Associate Professor K Perszyk, Associate Professor S Peters, Professor B Pfahringer, Associate Professor M Prinsep, Professor V Reid, Professor A Roy, Associate Professor G Schott, Professor F Scrimgeour, Ms T Te Kiri, Professor M Walmsley, Professor K Weaver and Professor I White

In attendance: Mr B McGibbon, Ms J Tiley and Ms A Roheini

Secretariat: Mr T O'Brien, Ms H Morgan

20.01 APOLOGIES

Professor C Breen, Ms T Brown, Ms K Campbell-Kamariera, Associate Professor E Collins, Professor B Cowie, Professor B Curtis, Dr K Hemi, Ms K Nobilo, Dr S Nock, Professor J Oetzel, Dr S Peel, Professor K Pickering, Professor M Thrupp, Dr S Tiakiwai and Ms B Zhao

20.02 CONFIRMATION OF THE MINUTES OF THE MEETING (PART 1) HELD ON 26 NOVEMBER 2019

Confirmed

The minutes of the meeting (Part 1) held on 26 November 2019, as set out in document 20/50a.

20.03 REPORT OF THE VICE-CHANCELLOR (PART 1)

Received

The report of the Vice-Chancellor (Part 1), as set out in document 20/51a.

Noted in discussion

Staff study allowance

1. That the increase to the staff study allowance was acknowledged and thanks conveyed to the Vice-Chancellor.

2. That while the study leave allowances were important they could pose a challenge for some parts of the University as budget to fund teaching relief would be required. In situations where this was an issue Pro Vice-Chancellors or Heads of School should notify the Vice-Chancellor's Office.

Academic Promotion

3. That the Vice-Chancellor met with the Pro Vice-Chancellors at the end of 2019 and discussed modest changes to the promotion system due to the Divisional restructure. All promotions were required to go through the central committee and that process would not change. There was a desire to shorten the application form and all relevant staff would be notified of this change once it was implemented.

Staff survey

4. That it was questioned if the staff survey results could be disaggregated by ethnicity and gender as this would give the results context. However, that this information was not captured in the questions, as the survey was designed to preserve anonymity. Information not captured could not be imported into the analysis.
5. That it was suggested the Director Organisational Development could provide a report that contained the available disaggregation to the April meeting of Academic Board.

20.04 REPORTS OF COUNCIL

Received

1. The report of the 3 December 2019 meeting of Council, as set out in document 20/52.
2. The report of the 4 February 2020 meeting of Council, as set out in document 20/57.

20.05 REPORT OF THE EDUCATION COMMITTEE

Received

The report of the 5 February 2020 meeting of the Education Committee, as set out in document 20/53.

Noted in discussion

1. That the University had signed an agreement to participate in the Global Benchmarking Review. This project consisted of three themes: academic advising, first year transition and retention, and student wellbeing and safety.
2. That one of the recommendations from the Cycle 5 audit was that our benchmarking could be improved and the Global Benchmarking Review would assist with this.
3. That the Cycle 6 Academic Audit Enhancement Theme was coming to a close after a very productive two years. It was important that the University continued to work on access, outcomes and opportunity for Māori and Pasifika students.
4. That the area of recruitment, hiring, promotion and retention of Māori and Pasifika academic staff was an issue that had come up across the universities involved in the Enhancement Theme.
5. That the MyWIL software platform that was developed for the management of Work-Integrated Learning had been soft launched in the Division of Management.

20.06 REPORT OF THE RESEARCH COMMITTEE

Received

The report of the 29 January 2020 meeting of the Research Committee, as set out in document 20/54.

Noted in discussion

1. That 107 Marsden proposals had been registered.
2. That the change that was approved at the Research Committee for the Guidelines for Approving External Supervisors of Higher Research Degree Candidates, was to include a paragraph for the appointment of chief supervisors. There were no further changes made to the Guidelines.
3. That this was Professor Bruce Clarkson's last Academic Board meeting in the capacity of the Deputy Vice-Chancellor Research. Professor Bryony James would attend the April Academic Board meeting as the newly appointed Deputy Vice-Chancellor Research.

20.07 ANNUAL REPORT

Received

The Academic Quality Committee 2019 Annual Report, as set out in document 20/12.

20.08 ACADEMIC DEVELOPMENTS – ROUND ONE 2020

Received

The List of Proposals and Reviewers for Round One 2020, as set out in document 19/443 (revised 11 February 2020).

20.09 CATEGORY C PROPOSALS

Received

The list of Category C and Specialisation proposals signalled for Round A 2020, as set out in document 19/533 (revised 5 February 2020).

Noted in discussion

Disciplinary Foundation Papers 20/01h

That ARTSC106 *Critical Social Science Research* was to be removed as an option for the Bachelor of Music.

Resolved

1. To approve the Category C proposals signalled in Round A, as set out in documents 20/01a-e, 20/01g and 20/01i-o.
2. To approve the Category C proposal signalled in Round A, as set out in document 20/01h, subject to the amendment outline above.

20.10 GUIDELINES FOR DEVELOPMENT OF DUAL PHDS WITH OFFSHORE UNIVERSITIES

Reported

1. That the draft Guidelines for the Development of Dual PhDs with Offshore Universities were considered by the International Advisory Group in August 2019, the Postgraduate Research Committee in October 2019, the Research Committee and Education Committee in November 2019 and the Divisional Boards in December 2019 and January 2020.
2. That the guidelines had been revised accordingly, and the revised guidelines were recommended by the Research Committee in January 2020, and the Education Committee in February 2020.

Noted in discussion

1. That the document considered by Divisional Boards had used the term 'standing' but was changed to 'ranking' due to the feedback received. However, there were different rankings available and 'standing' would give the University more flexibility.
2. That the first bullet point on page 3 was to be amended to "the subject area or the overseas partnering university in which the Dual PhD is to be offered is of a higher, or similar, **standing** to the University of Waikato".
3. That it was a TEC requirement that students were restricted to spending no more than one year of their PhD overseas.
4. That it was questioned if students were to spend two of the three years in New Zealand how this could be classed as a dual PhD. This would be worked through institution by institution as, if the partner university saw the PhD as a four or five year process, then the student would spend half the time here which would meet the TEC requirement.
5. That some universities had not sought CUAP approval for these agreements and this would be discussed at the CUAP meeting on 12 March 2020.

Resolved

To approve the Guidelines for Development of Dual PhDs with Offshore Universities as set out in document 19/440, subject to the amendment in point 2 above.

20.11 INTERNATIONAL ACADEMIC AGREEMENTS

Reported

1. That the Education Committee approved the following Guaranteed Credit Agreements (GCA):
 - a. The GCA with Ton Duc Thang University, Vietnam in the areas of Computer Sciences and Management.
 - b. The renewal of the GCA between the University of Waikato and Universiti Tu Abdul Razak (UNIRAZAK) in the area of Management for a period of 5 years.
2. That copies of these agreements were available on the [International Partnerships Database](#).

20.12 DOMESTIC ACADEMIC AGREEMENTS

Reported

1. That the Education Committee approved the GCA for the New Zealand School of Education Diploma in Business (Level 5) to the University of Waikato Bachelor of Business Degree.
2. That the Chair of the Education Committee executively approved the following GCAs with the Eastern Institute of Technology (EIT):
 - a. The GCA for the EIT New Zealand Diploma in Environmental Management – Terrestrial or Conservation Strand Level 5 to the University of Waikato Bachelor of Science Degree majoring in Environmental Sciences or Ecology and Biodiversity.
 - b. The GCA for the EIT New Zealand Diploma in Environmental Management – Terrestrial Strand Level 6 to the University of Waikato Bachelor of Science Degree majoring in Environmental Sciences.
3. That copies of these agreements were available on the [Domestic Partnerships Database](#).

20.13 TE AKA MĀNEA (SLMS)

Received

An update on Te Aka Mānea from the Senior Deputy Vice-Chancellor, as set out in document 20/55.

20.14 EXECUTIVE APPROVAL

Reported

1. That the Chair of the Academic Board executively approved the Dual PhD Programme Agreement with Harbin Institute of Technology.
2. That a copy of this agreement was available on the [International Partnerships Database](#).

20.15 DATE OF NEXT MEETING

Reported

That the next meeting of the Academic Board would be held on Wednesday 22 April 2020 at 2.10pm in the Council Room.

AGENDA PART TWO – CONFIDENTIAL

Resolved

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

The general subject matter of these items, included in Part 2 of the Agenda were as follows:

1. Minutes (Part 2) of the Academic Board meeting of 26 November 2019
2. Report of the Vice-Chancellor (Part 2)
3. 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 affected material previously dealt with in a meeting from which the public was excluded.

Items 2 affected the disclosure or use of official information for improper gain or advantage and to protect the commercial interests of the University.

Item 3 affected the privacy of natural persons.

Tim O'Brien
Hannah Morgan
Academic Office