

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

ACADEMIC BOARD

Minutes of the meeting held on 7 December 2022 (Part 1)

Present: Professor N Quigley (Chair), Professor M Barbour, Dr P Barrett, Professor B Barton, Mr M Bolger, Associate Professor T Bowell, Associate Professor J Bowen, Professor C Breen, Ms J Champion, Ms A Chaytor, Associate Professor M Cheng, Professor E Collins, Associate Professor T Daya-Winterbotton, Associate Professor S Dillon, Dr K Edmonds, Dr T Edwards, Dr K Hemi, Associate Professor A Hinze, Professor G Holmes, Professor B James, Professor A Jones, Ms M Jordan-Tong, Professor D Klinger, Professor T Kukutai, Associate Professor J Lane, Professor P Leman, Mr Z Liu, Professor R Longhurst, Professor M Manley-Harris, Professor A Mohsin, Professor S Morrison, Professor K Pavlovich, Dr S Peel, Associate Professor K Perzyk, Associate Professor S Peters, Professor B Pfahringer, Associate Professor M Prinsep, Professor A Roy, Professor F Scrimgeour, Ms M Stapleton, Mr P Te Whau, Professor M Thrupp Dr S Tiakiwai, and Professor I White.

In attendance: Mrs R Alexander, Ms R Dansey-White, Professor M Walmsley

Secretariat: Mr T O'Brien, Ms A Beardsmore

22.79 APOLOGIES

Received

Apologies for absence from Professor M Berryman, Ms M Blake, Professor K Bryan, Professor B Cowie, Professor B Curtis, Professor M Duke, Associate Professor S Ellis, Mr R Hamiora, Dr K Hébert-Losier, Associate Professor M Houlahan, Professor B Jackson, Associate Professor T Keegan, Associate Professor G Khan, Ms M Lewis-Wano, Ms M Lolaki, Ms S McLean, Associate Professor K Petrie, Professor K Pickering, Professor G Schott, Ms T Sherrin, Ms M Smith, Ms T Stone, Ms L Thebe, and Dr J Waiti.

22.80 CONFIRMATION OF THE MINUTES OF THE MEETING (PART 1) HELD ON 27 SEPTEMBER 2022

Confirmed

The minutes of the meeting (Part 1) held on 27 September 2022, as set out in document 22/499a.

22.81 REPORT OF THE VICE-CHANCELLOR (PART 1)

Received

The report of the Vice-Chancellor (Part 1), as set out in document 22/500a.

22.82 REPORT OF COUNCIL

Received

1. The report of the 11 October 2022 meeting of Council, as set out in document 22/501.
2. An oral report from the elected staff member to Council.

Noted in discussion

That Professor Collins' term as the elected staff member to Council would end in July 2023, and she would not be standing for re-election. Staff should consider their interest in this role, which represents academic and professional staff on Council, in anticipation of the election process in May 2023. Professor Collins was willing to discuss the role with any interested staff.

22.83 REPORT OF THE EDUCATION COMMITTEE

Received

The report of the Education Committee meeting held on 16 November 2022, as set out in document 22/502.

Noted in discussion

1. That thanks were expressed to everyone involved in the development of the Round Two 2022 Academic Developments. These had all been approved by CUAP and we were now waiting for the Tertiary Education Commission (TEC) to make the two new Māori immersion programmes live, so that enrolments for these programmes could commence.
2. That in 2023 the Graduating Year Review (GYR) process would revert back to the pre-Covid process and, therefore, GYRs would need to be submitted to CUAP for approval again. Our GYR template was currently being reviewed.

22.84 REPORT OF THE RESEARCH COMMITTEE

Received

The report of the Research Committee meeting held on 2 November 2022, as set out in document 22/503.

Noted in discussion

1. That Te Ara Paerangi – Future Pathways white paper had now been released. Staff were encouraged to read the white paper as it was a chance to be involved in a significant transformation of research, science and innovation in New Zealand. In addition, it provided an excellent opportunity to creatively redesign how we do research and ensure that Te Tiriti was embedded in what we do. That the timeframes for this reform process extended over several election cycles. Some consultation had commenced, but there would be ongoing consultation opportunities throughout the process.

2. That the Deputy Vice-Chancellor Research had held a workshop with Council's People and Culture Committee on the role of research and researchers in the University.

22.85 REPORT OF THE PACIFIC STRATEGIC COMMITTEE

Received

The report of the Pacific Strategic Committee meeting held on 25 October 2022, as set out in document 22/504.

Noted in discussion

1. That the report should be amended to reflect that the impact of Covid on students would be ongoing and not limited to 2025/2026, and wraparound support for these students would be required.
2. That applications from Pacific school leavers had dropped and this reflected the challenges that high schools were facing with maintaining engagement with Pacific students.

22.86 REPORTS OF THE DIVISIONAL BOARDS

Received

The reports of the Divisional Board meetings held on 3 – 7 October 2022, as set out in document 22/505-22/508.

22.87 ROUND ONE 2023 ACADEMIC DEVELOPMENTS

Received

1. The current list of proposals for Round One 2023 that had been signalled to date or deferred from previous rounds, as set out in document 22/383 (revised 23 November 2022).
2. The Academic Development timeline for 2023, as set out in document 22/325.

22.88 CATEGORY C AND REGULATION PROPOSALS

Received

The list of proposals that have been signalled to date for 2022, as set out in document 22/36 (revised 23 November 2022).

Noted in discussion

ALPSS Masters (22/429k)

1. That the Prescriptions in this proposal should be revised to include only reference to allowing 60 points to be taken from outside the field of the degree. Any prescription changes relating to the Category C proposal 22/429j, which was withdrawn from this round, should be removed.

Graduate Diploma in Teaching/Postgraduate Diploma in Teaching (22/429q)

2. That the Date of Implementation should be amended to 31 December 2022.

Resolved

1. To approve the 19 Category C proposals, as set out in documents 22/429a-i and 22/429k-t, subject to amendments to 22/429k and 22/429q as noted in discussion.
2. To approve the Disciplinary Foundations, Cultural Perspectives and Work-Integrated Learning regulations, as set out in documents 22/435a-f.

22.89 ENGLISH LANGUAGE ENTRY REQUIREMENTS

Reported

That the proposal to amend the English language entry requirements had been recommended by the Divisional Boards in October 2022 and Education Committee in November 2022. It had been amended following feedback from the Education Committee.

Noted in discussion

That this proposal sought to extend the acceptance of online English language tests and to recalibrate these tests, where required.

Resolved

To approve the proposal to amend the English language entry requirements, as set out in document 22/420.

22.90 ENGLISH LANGUAGE EQUIVALENCIES COMMITTEE

Reported

That the proposal to establish a committee to approve changes to the University's English Language Equivalencies had been recommended by the Divisional Boards in October 2022 and Education Committee in November 2022. It had been amended following feedback from the Education Committee.

Noted in discussion

1. That the terms of reference and constitution of the English Language Equivalencies committee should be amended to include the Director, International Office as an ex-officio member. In addition, it was agreed that the Pacific Strategic Committee (PSC) should have a representative on the committee and should receive the reports of the committee.
2. That differences between the English language entry requirements of universities and those set by immigration services was a challenge being seen internationally.

Resolved

The delegation of authority to approve changes to English language admission equivalencies to the English Language Equivalencies Committee, as set out in document 22/421.

22.91 AMENDMENT TO THE RESEARCH COMMITTEE CONSTITUTION

Reported

That the amendment to the Research Committee constitution, to include the Director of Innovation and Impact, was discussed at the meeting of the Research Committee on 2 November 2022.

Noted in discussion

1. That the Research Committee currently had a Pacific representative as a co-opted member, however, it would be good to formalise Pacific representation on the committee. It was agreed that the constitution should be amended to include a representative from PSC as an appointed member.
2. That wording in clause 7 of the constitution should be amended from Board to Faculty.

Resolved

To approve the amendment of the Research Committee constitution to include:

1. The Director of Innovation and Impact as an ex officio member, as set out in document 22/509.
2. A member of the Pacific Strategic Committee as an appointed member.

22.92 STUDY LEAVE REPORT

Received

A report from the Senior Deputy Vice-Chancellor on study leave for the period November 2021 to October 2022, as set out document 22/510.

Noted in discussion

1. That there continued to be issues with the timeliness of report submission. Staff should be encouraged to submit their reports soon after their return from study leave.
2. That the study leave policy had been amended to provide more flexibility, particularly in relation to staff being able to take shorter periods of leave. In addition, travel allowances had been increased and approval for travel related to study leave was now automatic.
3. There was an uneven distribution of study leave being taken across the divisions, and all staff should be encouraged to use their study leave entitlements.

22.93 DOMESTIC GUARANTEED CREDIT AGREEMENTS

Reported

1. That, at their meeting on 16 November 2022, the Education Committee approved a Guaranteed Credit Agreement (GCA) for the Toi Ohomai NZ Diploma in Business (Level 5).
2. That the Chair of the Education Committee executively approved a GCA with Massey University for the Bachelor of Social Work.
3. That copies of these GCA were available on the Domestic [Partnerships Database](#).

22.94 INTERNATIONAL GUARANTEED CREDIT AGREEMENTS

Reported

1. That, at their meeting on 16 November 2022, the Education Committee approved amendments to the GCA with the University of Economics, Ho Chi Minh City.
2. That a copy of this GCA was available on the [International Partnerships Database](#).

22.95 ANNUAL REPORTS

Reported

That the 2021 Annual Report of the Student Discipline Committee was considered by the Education Committee at its meeting on 16 November 2022.

Received

1. The 2021 Annual Report of the Student Discipline Committee, as set out in document 22/479.
2. The 2021 Annual Report of the Human Research Ethics Committee, as set out in document 22/511.

22.96 EXECUTIVE APPROVALS

Reported

That the Chair of the Academic Board executively approved the following:

1. A proposal to update the Academic Entry Requirements for University of Waikato College programmes.
2. Amendments to the Schedule of Limitations 2023 to include the Master of Nursing Practice and to revise the wording of the Bachelor of Nursing entry.

22.97 DATE OF NEXT MEETING

Reported

That the next meeting of the Academic Board would be held on Tuesday 14 March 2023 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 27 September 2022
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