

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

ACADEMIC BOARD

Minutes of the meeting held on 6 October 2020.

Present: Professor N Quigley (Chair), Professor M Barbour, Dr P Barrett, Professor B Barton, Associate Professor B Bicknell, Mr M Bolger, Associate Professor T Bowell, Dr J Bowen, Professor C Breen, Mr S Campbell, Ms J Campion, Associate Professor M Cheng, Mr N Cooper, Professor B Cowie, Professor B Curtis, Professor M Dyer, Dr K Edmonds, 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, Professor A Jones, Ms M Jordan-Tong, Associate Professor T Keegan, Professor A Kirkman, Professor D Klinger, Professor R Longhurst, Dr S Peel, Associate Professor K Perszyk, Professor V Reid, Professor A Rose, Professor A Roy, Associate Professor G Schott, Professor F Scrimgeour, Ms M Singh, Professor S Strasser, Ms T Te Kiri, Mr J Waiti, Professor M Walmsley, Professor K Weaver and Professor I White.

In attendance: Ms A Beardsmore, Mr B McGibbon, Mrs J Tiley

Secretariat: Mr T O'Brien

20.61 APOLOGIES

Received

Apologies for absence from Professor M Berryman, Ms T Brown, Ms K Campbell-Kamariera, Professor E Collins, Dr C Curtis, Associate Professor S Dillon, Mr R Hallett, Professor B Hokowhitu, Dr G Khan, Ms M Kolo, Professor T Kukutai, Mr Z Liu, Professor M Manley-Harris, Associate Professor A Mohsin, Ms K Nobile, Associate Professor S Peters, Professor B Pfahringer, Professor K Pickering, Associate Professor M Prinsep, Professor M Thrupp, Dr S Tiakiwai, and Ms B Zhao.

20.62 CONFIRMATION OF THE MINUTES OF THE MEETING (PART 1) HELD ON 28 JULY 2020

Confirmed

The minutes of the meeting (Part 1) held on 28 July 2020, as set out in document 20/389a.

20.63 REPORT OF THE VICE-CHANCELLOR (PART 1)

Received

The report of the Vice-Chancellor (Part 1), as set out in document 20/390a.

20.64 MATTERS TO BE RAISED BY STUDENT MEMBERS

Noted in discussion

1. That Divisions were encouraged to elect their student representatives for Academic Board for 2021.
2. That agreement in principle had been reached for a dedicated Māori students space in what was the ANZ bank, until a permanent space was available in the Pā.

20.65 REPORT OF COUNCIL

Received

1. The report of the 1 September 2020 meeting of Council, as set out in document 20/391.
2. The report of the 22 September 2020 special meeting of Council, as set out in document 20/392.

20.66 REPORT OF THE RESEARCH COMMITTEE

Received

The report of the Research Committee, as set out in document 20/393.

Noted in discussion

That the University had submitted a response to the Performance Based Research Funding Review. Individuals or groups could also make their own submissions.

20.67 REPORT OF THE EDUCATION COMMITTEE

Received

The report of the Education Committee, as set out in document 20/394.

Noted in discussion

1. That the ITS team were congratulated for receiving the Council of Australasian University Directors of Information Technology Award for their work on the Ōritetanga Learner Success Project.
2. That results of the student survey on Trimester B teaching and learning were still being analysed and would be shared with students as soon the report was available. Results from the staff survey would be shared separately in approximately three weeks' time.
3. That a new Academic and Business Case template form for Academic Developments had been developed to replace the Preliminary Information Form. This was being circulated to the Divisional Boards and Faculty of Māori and Indigenous Studies Board for feedback.
4. That information about grading for Trimester B had been sent out to students. The process would be different to the one used in Trimester A. It did, however, include a process for students to apply for special consideration if they felt they had been impacted by Covid-related events this trimester.

20.68 REPORTS OF THE MĀORI ACADEMIC BOARD OF STUDIES

Received

1. The report of the Māori Academic Board of Studies meeting held on 2 June 2020, as set out in document 20/395.
2. The report of the Māori Academic Board of Studies meeting held on 12 August 2020, as set out in document 20/396.

20.69 REPORTS OF THE DIVISIONAL BOARDS

Received

The reports of the Divisional Board meetings held 3 – 7 August 2020, as set out in documents 20/397 - 20/400.

20.70 ACADEMIC DEVELOPMENTS ROUND ONE 2020

Reported

1. That the following Round One 2020 Academic Development proposals that were put forward by the University of Waikato had been approved by NZVCC CUAP:
 - a. Introduction of a Bachelor of Computer Science
 - b. Introduction of a Diploma in Postgraduate Preparation – Pre-Masters
 - c. Rename the Bachelor of Communication Studies to the Bachelor of Communication
2. That the following proposals had been signed off by all universities and, as expected, were currently continuing along their approval journey with their respective professional body prior to NZVCC CUAP approval being granted. Notification of the approval status of these programmes would be confirmed once it had been received.
 - a. Introduction of a Bachelor of Nursing
 - b. Introduction of a Postgraduate Diploma in Teaching
3. That the full list and details of our proposals were available on the [Academic Office website](#).

20.71 ACADEMIC DEVELOPMENTS ROUND TWO 2020

Reported

1. That the Academic Developments submitted by the University of Waikato and other universities to CUAP for consideration in Round Two 2020 were available on the [Academic Office webpage](#).
2. That the Academic Office was providing relevant stakeholders with CUAP outcomes when received.

20.72 CATEGORY C AND SPECIALISATION PROPOSALS

Received

The list of proposals, as set out in document 19/533 (revised 18 September 2020).

Resolved

1. To approve the six Category C proposals, as set out in documents 20/304a – f.
2. To approve the three Deletion proposals, as set out in documents 20/319a - c.

20.73 DEGREES, DIPLOMAS AND CERTIFICATES STATUTE

Reported

That the Degrees, Diplomas and Certificates Statute was updated annually to take account of new qualifications that had been approved by CUAP.

Recommended

That Council approve the Degrees, Diplomas and Certificates Statute 2020, as set out in document 20/401.

20.74 LIMITATIONS STATUTE

Reported

That the addition to the Limitations Statute had been executively approved by the Chairs of the Divisional Boards, the Māori Academic Board of Studies, Curriculum Committee and Education Committee.

Resolved

To approve the addition of the Bachelor of Nursing to the Limitations Statute, as set out in document 20/402.

20.75 2022 TEACHING AND ASSESSMENT DATES

Reported

1. That the proposed teaching and assessment dates for 2022 were considered by Divisional Boards, the Māori Academic Board of Studies, Curriculum Committee, and Education Committee in August / September 2020.
2. That a summary of the feedback from these committees was set out in Appendix 3 of the document 20/284.

Noted in discussion

That the progression of the white paper on assessment could result in a different format for the 2023 teaching and assessment dates, particularly in relation to study weeks and exam periods.

Resolved

To approve Option 1 of the proposed teaching and assessment dates for 2022, as set out in Appendix 1 of document 20/284.

20.76 2021 KEY COMMITTEE DATES

Reported

1. That Divisional Boards, Māori Academic Board of Studies, Curriculum Committee, Research Committee and Education Committee recommended that the proposed key committee dates for 2021 be approved, as set out in document 20/285.
2. That it was proposed that the Academic Board sit on a Wednesday rather than a Tuesday. This, in conjunction with changes earlier in the committee cycle, is intended to provide authors of documents more time to incorporate feedback and provide finished documents to committees.

Resolved

To approve the 2021 Key Committee Dates, as set out in document 20/285.

20.77 ANNUAL REPORTS

Reported

That the 2019 Annual Report of the Student Discipline Committee had been considered by the Education Committee at its meeting on 16 September 2020.

Received

1. The 2019 Annual Report of the Student Discipline Committee, as set out in document 20/364.
2. The 2019 Annual Report of the Human Research Ethics Committee, as set out in document 20/403.
3. The 2019 Annual Report of the Animal Ethics Committee, as set out in document 20/404.

20.78 DOMESTIC GUARANTEED CREDIT AGREEMENTS

Reported

1. That the following Guaranteed Credit Agreements (GCA) had been renewed for a further term with no changes to the agreement:
 - a. Toi Ohomai NZ Diploma in Engineering - 2021
 - b. Toi Ohomai NZ Diploma in Business (L5) – 2021
 - c. NZ Music Examinations Board – Associate Diploma or Licentiate Diploma - 2021-2023
2. That the Education Committee had approved the GCA with the ICL Graduate Business School for the NZ Diploma in Business (Level 5).
3. That copies of all GCAs were available via the following link: [Domestic Partnerships Database](#).

20.79 DATE OF NEXT MEETING

Reported

That the next meeting of the Academic Board would be held on Wednesday 2 December 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 28 July 2020
2. Matter arising from the minutes (Part 2) of the Academic Board meeting of 28 July 2020
3. 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 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

Tim O'Brien

Alison Beardsmore

Academic Office