

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

ACADEMIC BOARD

Minutes (Part 1) of the meeting held on 3 December 2025

Present: Professor N Quigley (Chair), Dr C Ackermann, Professor C Akroyd, Professor K Barbour, Professor M Barbour, Ms M Blake, Dr G Clarke, Associate Professor H Crocket, Associate Professor S Dillon, Dr K Edmonds, Associate Professor D Forbes, Associate Professor K Hébert-Losier, Professor A Hinze, Professor G Holmes, Associate Professor L James, Ms J Kerr, Professor J Koh, Professor J Lane, Professor R Lawrenson, Mr C Lester, Mr S Lohrey, Professor B Masters-Awatere, Associate Professor F McCormack, Mr J McNamara, Professor J Milam, Dr E Nicholson, Professor S Peters, Associate Professor K Petrie, Professor M Prinsep, Professor V Reid, Professor S Serrao-Neumann, Mr T Smith, Professor T Smith, Dr R Sosa, Dr A Stewart, Mr N Tapiata, Dr S Tiakiwai, Professor G Wilson, Mr F Yazici and Associate Professor K Zegwaard.

In attendance: Mrs R Alexander, Mr B McGibbon, Mr Kent Holdsworth, Ms T Maurirere

Secretariat: Mr T O'Brien, Ms A Beardsmore

25.85 APOLOGIES

Received

Apologies for absence from Dr A Alvarez-Jimenez, Mr M Ambrusfy, Professor R Braund, Professor L Burrows, Ms J Champion, Professor M Duke, Professor M Garry, Professor M Harcourt, Dr K Hemi, Professor A Jones, Associate Professor T Karaka-Clarke, Associate Professor J Kingsbury, Professor N Kularatna, Dr V Kumar, Ms J Kuo, Professor F Lemke, Mr B Levy, Professor C McLachlan, Associate Professor J Mullarney, Dr S Peel, Professor K Perszyk, Professor T Rewi, Mr W Roberts, Professor H Thorpe, Professor F Yang.

25.86 CONFIRMATION OF THE MINUTES OF THE MEETING (PART 1) HELD ON 24 SEPTEMBER 2025

Confirmed

The minutes of the meeting (Part 1) held on 24 September 2025, as set out in document 25/530a.

25.87 REPORT OF THE VICE-CHANCELLOR (PART 1)

Received

The report of the Vice-Chancellor (Part 1), as set out in document 25/531a.

25.88 REPORT FROM STUDENT MEMBERS

Received

A report from Waikato Students' Union (WSU) members in which the following was noted that:

1. The WSU had now implemented their new representation structure. An Executive Director of Academic Success had been elected, and all Executive Directors would now have student committees to provide further feedback to the WSU and University. The WSU Tauranga Director would be supported by a committee representing Tauranga students, along with additional resources to strengthen Tauranga representation and support new initiatives.
2. By joining the Australasian Student Experience Network, the WSU were gaining new ideas to enhance student support services for 2026.
3. A communication plan had been developed to improve engagement between Trimester C students and the WSU.
4. A memorandum of understanding with the National Disabled Students' Association had been signed which would strengthen the WSUs capacity to advocate for students with disabilities.
5. The funding available to support students through hardship and scholarships funds had been increased.
6. A new ingoa Māori for the WSU was being developed, with further discussion on this planned for 2026.
7. Huinga Taurira, hosted by the University and supported by the WSU, had received very positive feedback.
8. An initiative had been initiated in Napier to enable a small group of Māori law students to receive mentorship from legal professionals and engage in practical skill development.
9. Events were planned for 2026 to encourage taurira to engage with te reo and support the development of their language skills.

25.89 REPORTS OF COUNCIL

Received

1. The reports of the 23 September 2025 and 28 October 2025 meetings of Council, as set out in document 25/532 and 25/533.
2. An oral report from the elected staff member to Council.

Noted in discussion

1. That the elected staff member on Council would be providing regular reports to Council next year and welcomed suggestions on how to engage with staff to gather feedback for these reports.
2. That the Government had indicated that significant changes to governance arrangements for NZ universities were unlikely. However, an increased emphasis on Councils' role in university governance was anticipated.
3. That there would be regular reports to Council on the University's progress towards its strategic priorities, and each Council member would be assigned a specific portfolio to engage with and report on.

25.90 REPORT OF THE EDUCATION COMMITTEE

Received

The report of the Education Committee meeting held on 12 November 2025, as set out in document 25/534.

Noted in discussion

1. That evaluation reports for Trimester B would be distributed soon. There had been a good increase in the response rate of evaluations and work would continue to achieve the target response rate of 30 percent.
2. The University's student satisfaction results compared favourably against global benchmarks. There were opportunities to make improvements on our processes for responding to student voice and assessment feedback. Students also highlighted topics such as employability, wellbeing barriers, and digital literacy as areas of focus.
3. That the Student Support Programme was being actively developed, based on student feedback and this feedback would also help inform the new Academic Plan.
4. That the current focus was on reviewing Work Integrated Learning and making improvements to timetabling. Additionally, a mental health review had been completed.
5. That the new Feasibility reports for Academic Developments had been positively received by the Education Committee and had been helpful for evaluating new programmes. However, the committee had requested additional detail regarding some of the non-academic areas of the report, such as enrolment and financial projections.
6. That ongoing challenges in academic integrity, assessment and generative AI, continued to disrupt the sector, and these issues were actively being addressed. The primary focus remained on adopting an educative approach with students regarding academic integrity issues while further integrating and refining the new academic integrity and poor academic practice processes. The use of these processes would provide valuable insights into how students engage with AI, informing the development of future guidelines. Initial guidelines would be published soon following a review global best practice. The goal was to establish a consistent, standardised approach to assessment and AI across the University, with this being a priority for 2026.
7. That all undergraduate and taught postgraduate students would be required to complete the University's academic integrity module and would be encouraged to do the Digital Education Council's (DEC) Gen AI Literacy course. The DEC course would be an interim arrangement until an AI Literacy programme could be developed by the University.
8. That a group of colleagues were conducting a pilot of Cadmus, an online assessment tool available through the Learning Management System, which supports the end-to-end assessment process.

25.91 REPORT OF THE RESEARCH COMMITTEE

Received

The report of the Research Committee meeting held on 5 November 2025, as set out in document 25/535.

Noted in discussion

1. That universities were having to adapt to significant unforeseen and unplanned changes. The Deputy Vice-Chancellor Research was currently conducting divisional roadshows to discuss new funding structures and metrics, providing guidance on navigating these changes to improve research funding outcomes.
2. That an analysis of field-weighted citation index metrics indicated that the University generally performed strongly on this measure and that it did not disadvantage disciplines with lower citation rates. However, there were opportunities to further optimise how these metrics support our objectives.

25.92 REPORTS OF THE DIVISIONAL BOARDS**Received**

The reports of the Divisional Board meetings held on 29 September – 3 October 2025, as set out in documents 25/536-25/540.

25.93 REPORT OF THE MĀORI ACADEMIC BOARD OF STUDIES**Received**

The report of the Māori Academic Board of Studies meeting held on 7 October 2025, as set out in document 25/541.

25.94 REPORT OF THE PACIFIC STRATEGIC COMMITTEE**Received**

The report of the Pacific Strategic Committee meeting held on 9 October 2025, as set out in document 25/542.

25.96 RESEARCH PLAN 2026 – 2030**Reported**

1. That the Research Plan 2026-2030 had been considered by the Divisional Boards, the Māori Academic Board of Studies, the Pacific Strategic Committee, the Postgraduate Research Committee, the Education Committee and the Research Committee. In addition, an early draft had been circulated to all staff for feedback in June 2025.
2. That the Research Plan had been revised following feedback from these committees and a summary of this feedback, and the response to it, was set out in 25/201.
3. That the Māori Academic Board of Studies would be considering the final version of the Research Plan at their meeting on 4 December 2025.

Noted in discussion

That feedback received that was beyond the scope of the Research Plan would be forwarded to relevant areas for consideration.

Recommended

That Council approve the Research Plan 2026-2030, as set out in document 25/201 (revised 19 November 2025).

Resolved

That the Vice-Chancellor was delegated the authority to revise the recommendation of the Academic Board, if required, based on the recommendation of the Māori Academic Board of Studies.

[Secretary's note: That the Māori Academic Board of Studies subsequently recommended the Research Plan 2026-2030 at their meeting on 4 December 2025].

25.97 ASSESSMENT REGULATIONS

Reported

That the amendments to the Assessment Regulations had been considered by the Divisional Boards, the Māori Academic Board of Studies, the Pacific Strategic Committee, the Curriculum Committee and the Education Committee.

Resolved

To approve the following:

1. Amendments to the University Assessment Regulations to introduce hurdle assessment items, as set out in Appendix 1 of document 25/433.
2. Introduction of procedures to govern hurdle assessments to sit in the Staff Assessment Handbook, as set out in Appendix 2 of document 25/433.

25.98 SUSPENSIONS FOR MASTERS RESEARCH REGULATIONS

Reported

That the Suspensions for Masters Research regulations had been considered by the Divisional Boards, the Māori Academic Board of Studies, the Pacific Strategic Committee, the Curriculum Committee and the Education Committee.

Resolved

To approve the proposed regulations to enable suspensions of enrolment in Masters research programmes, as set out in document 25/434.

25.99 CATEGORY C AND CDF CORE PAPER PROPOSALS

Received

The list of proposals that have been signalled to date for 2025, as set out in document 25/01 (revised 24 November 2025).

Resolved

1. To approve the eight Category C proposals, as set out in documents 25/339k and 25/442a-g.
2. To approve the Disciplinary Foundations regulations, as set out in document 25/340.

25.100 ACADEMIC DEVELOPMENTS

Reported

That all Round Three 2025 Academic Development proposals put forward by the University of Waikato had been signed off by all other New Zealand universities via the Committee on University Academic Programmes (CUAP).

Received

1. The Academic Development timeline for 2026, as set out in document 25/323.
2. The 2026 Academic Development (CUAP proposals) progress tracking report, as set out in document 25/353 (revised 14 November 2025).

25.101 ACADEMIC BOARD CONSTITUTION

Reported

1. That the Waikato Students' Union (WSU) had been implementing a transformative programme of representation based on their internal surveys and dialogue with students. The changes complement the University's work on student success and the student journey.
2. That, as a result of these changes, the WSU had established an Executive Director of Academic Success role.
3. That, at the request of the WSU, it was proposed that this role become an ex-officio member of the Academic Board to further strengthen student voice and representation.

Recommended

That Council approve the amendment to the constitution of the Academic Board to replace the WSU Vice-President with the WSU Executive Director of Academic Success as an ex-officio member, set out in document 25/543.

25.102 EDUCATION COMMITTEE CONSTITUTION

Reported

That the proposed changes to the Education Committee had been recommended by the Education Committee.

Resolved

To approve the amendments to the Education Committee constitution, as set out in document 25/496, to add:

- a. The University Librarian.

- b. The WSU Executive Director of Academic Success.

25.103 WMS DIVISIONAL BOARD CONSTITUTION

Resolved

To approve the amendments to the Division of Management Board constitution to give effect to recent organisational structure changes within the division, as set out in document 25/544.

25.104 STUDY LEAVE REPORT

Received

A report from the Deputy Vice-Chancellor Research on study leave for the period November 2024 to October 2025, as set out document 25/545.

25.105 GRADUATING YEAR REVIEWS

Reported

That the University of Waikato's 2025 Graduating Year Reviews were approved at the meeting of CUAP on 23 October 2025.

25.106 DOMESTIC GUARANTEED CREDIT AGREEMENTS

Reported

That the Chair of the Education Committee executively approved the following domestic Guaranteed Credit Agreements:

- a. Toi Ohomai NZ Diploma in Sport, Recreation and Exercise Level 5.
- b. NZ Institute of Sport (NZIS) NZ Diploma in Sport, Recreation and Exercise Level 5.
- c. NZIS NZ Diploma in in Sport, Recreation and Exercise Level 6.

25.107 EXECUTIVE APPROVAL

Reported

That the Chair of the Academic Board executively recommended amendments to the 2026 Schedule of Limitations to:

- a. Add the paper PSYCH554-26D to the Schedule.
- b. Amend the limits for the BNurs and MNursPrac to allow for placements to be distributed differently across these programmes.

25.108 DATE OF NEXT MEETING

Reported

That the next meeting of the Academic Board would be held on Monday 24 February 2026 at 2.10pm in the Pā.G.13.

EXCLUSION OF THE PUBLIC

The Board resolved that the public be excluded from the matters reported in the minutes 25.109-25.110 below.

25.109 Minutes (Part 2) of the Academic Board meeting of 24 September 2025

25.110 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 have been prejudiced by the public conduct of these proceedings were:

1. Minute 25.109 affected material previously dealt with in a meeting from which the public had been excluded.
2. Minute 25.110 concerned matters which needed to be protected in order to safeguard the University's commercial interests.

Tim O'Brien

Alison Beardsmore, **Academic Office**