

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

ACADEMIC BOARD

Minutes (Part 1) of the meeting held on 4 December 2024

Present: Professor A Jones (Chair), Dr A Alvarez-Jimenez, Associate Professor K Barbour, Professor M Barbour, Ms M Blake, Associate Professor T Bowell, Professor L Burrows, Ms J Champion, Professor T Daya-Winterbottom, Associate Professor S Dillon, Professor M Duke, Dr K Edmonds, Dr D Forbes, Associate Professor W Fox-Turnbull, Professor M Harcourt, Dr K Hemi, Professor A Hinze, Professor M Holmes, M Jordan-Tong, Professor J Lane, Mr G Liu, Associate Professor M Low, Professor B Masters-Awatere, Dr K McChesney, Professor C McLachlan, Professor J Milam, Associate Professor J Mullarney, Dr E Nicholson, Dr S Peel, Professor S Peters, Prof V Reid, Professor T Rewi, Dr A Stewart, Professor A Strutt, Dr S Tiakiwai, and Professor G Wilson

In attendance: Mrs R Alexander and Mr B McGibbon

Secretariat: Ms T Pilet and Ms A Beardsmore

24.88 APOLOGIES

Received

Apologies for absence from Professor N Quigley, Professor M Berryman, Mr M Bolger, Associate Professor J Bowen, Dr G Clarke, Associate Professor Sonja Ellis, Professor M Garry, Associate Professor K Hébert-Losier, Professor G Holmes, Mr Z Isaac, Dr J Kingsbury, Mr C Lester, Dr M Long, Dr F McCormack, Dr N Munn, and Professor F Scrimgeour.

24.89 CONFIRMATION OF THE MINUTES OF THE MEETING (PART 1) HELD ON 25 SEPTEMBER 2024

Confirmed

The minutes of the meeting (Part 1) held on 25 September 2024, as set out in document 24/493a.

24.90 REPORT OF THE VICE-CHANCELLOR (PART 1)

Received

The report of the Vice-Chancellor (Part 1), as set out in document 24/494a.

24.91 REPORT OF COUNCIL

Received

1. The report of the 8 October 2024 meeting of Council, as set out in document 24/495.
2. An oral report from the elected staff member to Council.

Noted in discussion

1. That Council was pleased to see the level of engagement from across the University in the development of the University Strategy.
2. That Council had a strong focus on health and safety and critical risk and had received a presentation on risk associated with driving for work.
3. That a programme of presentations on other critical enterprise risks would continue into 2025.

24.92 REPORT OF THE EDUCATION COMMITTEE

Received

The report of the Education Committee meeting held on 13 November 2024, as set out in document 24/496.

Noted in discussion

1. That the CUAP handbook revisions aimed to simplify the language used, with no intended changes to the guidance or requirements set out in the handbook.
2. That the intention of CUAP's review of the Graduating Year Review process was to reduce the burden on universities in preparing these reviews.
3. That 2025 timetabling had not yet been finalised due to changes in the delivery of some of the University's larger programmes; requests for any additional timetabling changes should be kept to a minimum.
4. That Associate Professor Kim Hébert-Losier's achievement of an Ako Aotearoa award was acknowledged.
5. That thanks were expressed to members of the Education Committee and colleagues in the Academic Office for their contributions throughout the year.

24.93 REPORT OF THE RESEARCH COMMITTEE (PART 1)

Received

The report of the Research Committee meeting (Part 1) held on 6 November 2024, as set out in document 24/497.

Noted in discussion

1. That the University's research successes during 2024 should be celebrated as we had achieved an impressive success rate compared to the national average; this was being recognised nationally.
2. That thanks were expressed to everyone who had contributed to research success throughout the year.

24.94 REPORT OF THE PACIFIC STRATEGIC COMMITTEE

Received

The report of the Pacific Strategic Committee meeting held on 10 October 2024, as set out in document 24/498.

24.95 REPORTS OF THE DIVISIONAL BOARDS

Received

1. The report of the Arts, Law, Psychology and Social Sciences Divisional Board meeting held on 30 July 2024, as set out in document 24/499.
2. The reports of the Divisional Board meetings held on 30 September – 4 October 2024, as set out in documents 24/500-24/503.

24.96 REPORT OF THE MĀORI ACADEMIC BOARD OF STUDIES

Received

The report of the Māori Academic Board of Studies meeting held on 9 October 2024, as set out in document 24/504.

24.97 DIVISION OF HEALTH BOARD ESTABLISHMENT

Reported

1. That the proposal to establish a Division of Health Board had been considered at the October meeting of the Health, Engineering, Science and Computing (HECS) Divisional Board.
2. That the Category C proposal (24/408c) detailed the resulting required programme regulation changes.
3. That a proposal to rename the Division of HECS to the Division of STEM had been considered at the 27 November 2024 HECS Divisional Board meeting.

Resolved

1. Approval of the establishment of a Division of Health Board, its constitution, and the resulting amendments to the constitution of the Division of STEM (subject to confirmation of the name), as set out in document 24/407.
2. Approval of the Category C proposal outlining the resulting amendments to the programme regulations, as set out in document 24/408c.

24.98 UNIVERSITY VISION AND STRATEGY 2025 – 2029

Reported

That the University Vision and Strategy 2025-2029 had been revised following feedback and had been considered by Council on 3 December 2024.

Considered

Feedback to the Vice-Chancellor on the University Vision and Strategy 2025-2029, as set out in document 24/312 (revised 21 November 2024).

Noted in discussion

1. That appreciation had been expressed for staff and student engagement in the Strategy development, with a number of revisions made to incorporate feedback, including the addition of objective 5 - Giving effect to Te Tiriti o Waitangi. Council had provided some further feedback at its meeting on 3 December 2024.
2. That it was requested that the wording of the first action point in objective 5 be amended to include research founded in Mātauranga Māori, in addition to indigenous knowledge.
3. That the inclusion of specified actions for each strategic priority was noted as a positive aspect of the Strategy. This could be enhanced by having some means of demonstrating the progress being made against each of these actions, such as a traffic light system. This aligned with feedback from the Council who had suggested including KPIs in the Strategy.
4. That our alumni were a large and important community of the University, and it would be good to see reference to them in the Strategy.
5. That the current marketing of the Tauranga campus appeared to focus largely on the University's brand and presence in Tauranga. It was suggested that marketing should pivot towards promoting the specific programmes offered in Tauranga, particularly those with a unique element.
6. That any additional feedback on the Strategy should be sent directly to the Vice-Chancellor. The final version of the Strategy would be rolled out through a series of roadshows in the first part of 2025, with a focus on staff engagement.

24.99 FLEXI REVIEW: PAPER AND PROGRAMME CONCEPTS

Reported

1. That the Flexi Review paper on programme concepts and definitions had been considered by the Divisional Boards, Māori Academic Board, Pacific Strategic Committee, University of Waikato College Academic Committee, Curriculum Committee, and Education Committee.
2. That the paper had been updated following the feedback received. This feedback, and a response to it, had been provided in Appendix 4 of document 24/405.

Noted in discussion

1. That thanks were expressed for the helpful feedback that had been provided on this paper.
2. That the intention was to provide a framework for flexible learning to help divisions and faculties decide how they might offer flexible options; there was no requirement to deliver a programme flexibly.
3. That the concepts outlined were for internal purposes and were not aimed at students. Details about student expectations and learning experiences would be included in paper outlines, noting that this might require some adaptation to the paper outline fields.

4. That work was being progressed to ensure that flexible learning options would not impact on the visa requirements of international students.
5. That several other pieces of work were underway, including best practice guidelines and minimum standards, system codes, and continued work on professional learning and building capacity for delivering flexible offerings. Later workstreams would look at presenting flexible offerings in diets and working through how they would be timetabled.
6. That the decision tree presented in Appendix 3 would be reviewed for clarity.
7. That it was questioned how this approach fitted with the University's Strategy which included priorities for encouraging on-campus experiences. It was noted that there had been a shift in student needs in relation to how they study, and it would be up to divisions to determine how to best balance campus-based experiences and delivering programmes in a way that meets the diverse needs of learners.
8. That delivering offerings online could extend the University's outreach to those who lived outside of the region or could only study online.
9. That ongoing conversations were required about delivering high quality programmes in the context of different disciplines and ensuring that this would deliver the skills required by learners and employers.
10. That principles that might help divisions to identify suitable programmes for flexible learning would be useful.
11. That it was suggested that the expectations set out in the standards for flexible learning could be incorporated into the academic staff promotions system.

Resolved

Approval of the proposed paper and programme concepts and definitions, as set out in Appendix 1 and Appendix 2 of document 24/405 (revised 22 November 2024).

24.100 ACADEMIC DEVELOPMENTS

Reported

1. That all Round Three 2024 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).
2. CUAP's formal approval of (05) UW24/R3- Master of Teaching and Learning (Early Childhood) was subject to Teaching Council's approval of the programme.

Received

1. The current list of Academic Development proposals for 2025 that had been signalled to date or deferred from previous rounds, as set out in document 24/342 (revised 22 November 2024).
2. The Academic Development timeline for 2025, as set out in document 24/365.

24.101 CATEGORY C PROPOSALS

Received

The list of proposals that have been signalled to date for 2024, as set out in document 24/01 (revised 19 November 2024).

Noted in discussion

24/4081 – Master of Science (Research)

That feedback from the Education Committee in relation to offers that had already been made to students for 2025 had been satisfactorily addressed by the proposers.

Resolved

Approval of the 12 Category C proposals, as set out in documents 24/408a-b and 24/408d-m.

24.102 AMENDMENT TO THE MĀORI ACADEMIC BOARD CONSTITUTION

Reported

That the proposed amendment to the constitution of the Māori Academic Board of Studies had been considered and recommended by it at the meeting on 9 October 2024.

Resolved

Approval of the amendment to the constitution of the Māori Academic Board of Studies, as set out in document 24/505.

24.103 STUDY LEAVE REPORT

Received

A report from the Deputy Vice-Chancellor Research on study leave for the period November 2023 to October 2024, as set out document 24/506.

Noted in discussion

1. That staff were encouraged to take study leave and to maximise the opportunities to be gained from this leave.
2. That staff were reminded to submit their study leave reports in a timely manner.

24.104 GRADUATING YEAR REVIEWS

Reported

That the University of Waikato's 2024 Graduating Year Reviews were approved at the meeting of CUAP on 24 October 2024.

24.105 EXECUTIVE APPROVALS

Reported

That the Chair of the Academic Board had executively approved:

1. The nomination of Dr Susan Olivia as a member of the Special Consideration Committee until 31 December 2027.
2. Amendments to the 2025 Schedule of Limitations to:
 - a. Add the Diploma in Te Tohu Paetahi (DipTPP) and The Future of Innovation (EXMOD310).
 - b. Amend the limit for Discourse and Counselling Psychologies (COUNS544)

24.106 DATE OF NEXT MEETING

Reported

That the next meeting of the Academic Board would be held on Monday 24 February 2025 at 2.10pm in the Pā.G.13.

24.107 PROCEEDINGS WITH THE PUBLIC EXCLUDED

Resolved

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

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

1. Minutes (Part 2) of the Academic Board meeting of 25 September 2024
2. Report of the Vice-Chancellor (Part 2)
3. Report of the Research Committee (Part 2)
4. Revised Guidelines for the Establishment and Management of Research Institutes, Centres and Units
5. 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 3 affected material previously dealt with in a meeting from which the public was excluded.

Item 4 affected the disclosure or use of official information for improper gain or advantage and to protect the commercial interests of the University.

Item 5 affected the privacy of natural persons.

Tracy Pilet, **Vice-Chancellor's Office**
Alison Beardsmore, **Academic Office**