

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

ACADEMIC BOARD

Minutes of the meeting held on 13 June 2017 (Part 1)

Present: Professor N Quigley (Chair), Mr T Anderson, Professor V Arcus, Professor B Barton, Dr C Blickem, Dr T Bowell, Dr A Campbell, Professor B Clarkson, Professor T Coltman, Ms B Cooper, Ms G Dondoli, Associate Professor B Bicknell, Professor M Dyer, Mr R Hallett, Professor B Hicks, Professor B Hokowhitu, Ms M Jordan-Tong, Professor A Kirkman, Professor P Kurian, Dr J Lane, Mr W Lewis, Professor R Longhurst, Associate Professor T Maxwell, Professor J Oetzel, Mr S Outram, Associate Professor K Perszyk, Dr K Petrie, Professor J Roper, Associate Professor W Rumbles, Professor F Scrimgeour, Professor M Steyn-Ross, Mr C Temese, Professor M Thrupp, Associate Professor M Walmsley, Professor K Weaver and Mr R Yates

In attendance: Dr L Brabyn, Ms D Fowler and Mr B McGibbon

Secretariat: Ms R Boyer and Ms J Richards

17.29 APOLOGIES

Received

Apologies for absence from Associate Professor C Breen, Associate Professor M Cameron, Mr D Craig, Dr D Delbourgo, Ms N Gosai, Ms C Green, Professor C Hewitt, Associate Professor A Hinze, Professor G Holmes, Dr D Johnson, Professor L Johnston, Professor A Jones, Associate Professor T McGregor, Professor A McKim, Dr S Nock, Dr M Schoenberger-Orgad, Professor L Smith, Ms O Webster and Professor M Wilson.

17.30 CONFIRMATION OF THE MINUTES OF THE MEETING (PART 1) HELD ON 26 APRIL 2017

Confirmed

The minutes of the meeting (Part 1) held on 26 April 2017, as set out in document 17/194a.

17.31 MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 26 APRIL 2017 (PART 1) AND NOT OTHERWISE INCLUDED IN THIS AGENDA

Reported

Trimesterisation Nomenclature

1. That at the 26 April 2017 meeting of the Academic Board the adoption of a numerical system for naming semesters (Semester 1/2/3) had been proposed for introduction in 2018; the proposal was approved in principle by the Board.

2. That the Te Aka Mānea team had subsequently recommended that the introduction of numerical semesters be delayed until 2019; a proposal would return to the Academic Board in future with respect to the semester indicators.

17.32 REPORT OF THE VICE-CHANCELLOR (PART 1)

Received

The report of the Vice-Chancellor (Part 1), as set out in document 17/195a.

17.33 COUNCIL MINUTES (PART 1)

Received

The minutes of the 28 March 2017 meeting of Council (Part 1), as set out in document 17/196.

17.34 RESEARCH COMMITTEE REPORT

Received

The report of the Research Committee, as set out in document 17/197.

Noted in discussion

1. That seven applications to the Marsden Fund had been invited to submit full proposals. Total applications to the Marsden Fund were down in 2017, as was the strike rate for proposals that had made it through the first round.
2. That in 2018 the focus would be on increasing the number and quality of applications to Marsden. Staff were reminded to read Official Circular notices as funding was available to support Marsden applications.

17.35 EDUCATION COMMITTEE REPORT

Received

The report of the Education Committee, as set out in document 17/198.

Noted in discussion

Academic Plan 2017-2021

1. That the Education Committee had viewed an early draft of the new Academic Plan and had provided some useful feedback. There would be opportunity to provide further feedback when the draft went out for consultation to other committees and Faculty Boards.

Board of Examiners

2. That a review of the current processes for Boards of Examiners had commenced with information gathered from faculties as to their specific processes. The report indicated that processes were disparate across campus and more work would be undertaken to ensure consistently robust processes were in place.

Paper outlines

3. That the proposal to amend the timing of the publishing of Paper Outlines had not been recommended to proceed at present but would return following further consideration of some of the concerns that had been raised.

17.36 PACIFIC PLAN 2017-2020

Recommended

That Council approve the draft Pacific Plan 2017-2020, as set out in document 17/03, subject to the inclusion of a representative from the School of Graduate Research on the Advisory Committee.

17.37 ACADEMIC DEVELOPMENTS

1. Round One 2017 – Inter-University Correspondence Round

Reported

1. That the Academic Developments submitted by the University of Waikato and other universities to Universities New Zealand’s CUAP for consideration in Round One 2017 had been made available on iWaikato in early May.
2. That the University was required to review the proposals and comment where appropriate. Staff had been invited by the Academic Quality Administrator to comment on relevant proposals.

2. Round Two 2017

Received

The list of proposals for Round Two 2017 that had been signalled to date or deferred from previous rounds, as set out in document 17/58 (revised 9 May 2017).

17.38 CATEGORY C AND SPECIALISATION PROPOSALS

Received

The list of proposals signalled for Round B 2017, as set out in document 17/06 (revised 21 May 2017).

Resolved

1. To approve of the Category C proposals as set out in documents 17/167a- 17/167j:
 - a. Amendments to the papers required for Software Engineering for the BE(Hons), as set out in document 17/167a.
 - b. Introduction of a minor in Adult Learning, as set out in document 17/167b.
 - c. Introduction of a minor in Education, as set out in document 17/167c.
 - d. Amendments to the papers required for the BTchg(Hons), as set out in document 17/167d.

- e. Amendments to the papers required for the specialisation in Global Studies for the MEd, as set out in document 17/167e.
 - f. Amendments to the papers required for the BBus, BBA, BMS (Hons), as set out in document 17/167f.
 - g. Amendments to the papers required for the Materials and Processing major for the BSc, as set out in document 17/167j.
 - h. Adding the existing subject 'Environmental Sciences' to the BSc(Hons), as set out in document 17/167k.
2. To approve the introduction of a specialisation in Te Rōpū Tohu Paerua for the MEd, as set out in document 17/171.

17.39 PROPOSED CHANGES TO HIGHER DEGREE REGULATIONS

Resolved

To approve the proposed changes to the higher degree regulations, as set out in document 17/156.

17.40 SCHEDULE OF LIMITATIONS ON ENROLMENTS

Reported

1. That the schedule of programmes and papers for which enrolments would be limited was published in the Calendar in association with the Limitations Statute.
2. That document 17/50 listed papers for which limitations on enrolments had been proposed for 2018 and included 2017 enrolment figures as at 19 April 2017.

Noted in discussion

That it was suggested that MUSI140, SMST210 and SMST310 be removed from the list, and if the enrolment numbers exceeded the indicated cap, support would be provided to add additional streams.

Resolved

To approve the Schedule of Limitations on Enrolments for 2018, as set out in document 17/50, subject to the removal of MUSI140, SMST210 and SMST310.

17.41 GUARANTEED CREDIT AGREEMENTS (GCAs) BETWEEN TOI OHOMAI INSTITUTE OF TECHNOLOGY AND THE UNIVERSITY OF WAIKATO

Noted in discussion

That the Academic Director Tauranga Campus should be provided with GCAs with Toi Ohomai before they proceeded through the approval process.

Resolved

To approve the Guaranteed Credit Agreements for the Toi Ohomai Diploma in Applied Computing (Level 5 and 6), NZ Diploma in Web Development and Design (Level 5) and NZ Diploma in Software Development (Level 6), as set out in document 17/153.

17.42 QS RANKINGS

Noted in discussion

1. That the University had achieved a higher rank in the latest QS rankings and work would be undertaken to ascertain why we did well in some areas and what areas could be improved further.
2. That one key finding was that the University ranked #1 in the number of citations per academic staff member who had research in their contract, which equated to approximately 430 staff.

17.43 REPRESENTATIVE OF TERTIARY EDUCATION UNION ON ACADEMIC BOARD

Noted in discussion

1. That the Tertiary Education Union (TEU) had requested that consideration be given to the inclusion of a TEU representative on the constitution of the Academic Board. It was suggested that this would show that the University was open and transparent and would be a good way for a member of the Branch Executive to understand University processes in more detail.
2. That it was suggested that a number of current Academic Board members were TEU members and could provide feedback to the current Executive. It was noted that whilst some Academic Board members were also members of the TEU their attention was not focussed on matters of interest to the TEU.
3. That it was raised that the constitution had provision for the Vice-Chancellor to co-opt particular members for specific purposes, and he could co-opt a TEU representative under this clause.
4. That members of the Board could send feedback to the Vice-Chancellor on the proposal to include a member of the Branch Executive of the TEU as a member of the Academic Board.

17.44 DATE OF NEXT MEETING

Reported

That the next meeting of the Academic Board would be held on 15 August 2017 at 2.10pm in the Council Room.

17.45 PROCEEDINGS WITH THE PUBLIC EXCLUDED

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 April 2017
2. Report of the Vice-Chancellor (Part 2)
3. Proposal for Change for the Faculty of Arts and Social Sciences
4. Proposal to Establish a Faculty of Health, Sport and Human Performance

5. Honorary awards

The interests protected under the Local Government Information and Meetings Act 1987 and/or the Official Information Act 1982 which could have been 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 2-4 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.

Renée Boyer
Jeanie Richards
Academic Office