

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

ACADEMIC BOARD

Minutes (Part 1) of the meeting held on 24 February 2025

Present: Professor A Jones (Chair), Dr C Ackermann, Dr A Alvarez-Jimenez, Professor M Berryman, Ms M Blake, Associate Professor T Bowell, Associate Professor J Bowen, Professor L Burrows, Ms J Champion, Dr G Clarke, Associate Professor H Crocket, Professor T Daya-Winterbottom, Associate Professor S Dillon, Professor M Duke, Associate Professor Sonja Ellis, Associate Professor D Forbes, Associate Professor W Fox-Turnbull, Professor M Garry, Professor M Harcourt, Associate Professor K Hébert-Losier, Dr K Hemi, Professor A Hinze, Professor G Holmes, M Jordan-Tong, Associate Professor J Kingsbury, Professor N Kularatna, Dr V Kumar, Ms J Kuo, Professor J Lane, Mr C Lester, Mr S Lohrey, Associate Professor M Low, Professor I McDonald, Professor C McLachlan, Professor J Milam, Associate Professor J Mullarney, Dr N Munn, Dr E Nicholson, Dr S Peel, Professor S Peters, Associate Professor K Petrie, Professor N Quigley, Professor V Reid, Dr R Sargisson, Professor F Scrimgeour, Mr T Smith, Mr N Tapiata, Professor H Thorpe, Professor G Wilson.

In attendance: Mrs R Alexander, Mr B McGibbon

Secretariat: Mr T O'Brien, Ms A Beardsmore

25.01 APOLOGIES

Received

Apologies for absence from Professor M Barbour, Professor R Braund, Professor K Perszyk, Professor M Prinsep, Mr W Roberts, Associate Professor U Sharma, Dr A Stewart, Dr S Tiakiwai and Professor F Yang.

25.02 CONFIRMATION OF THE MINUTES OF THE MEETING (PART 1) HELD ON 4 DECEMBER 2024

Confirmed

The minutes of the meeting (Part 1) held on 4 December 2024, as set out in document 25/60a.

25.03 REPORT OF THE VICE-CHANCELLOR (PART 1)

Received

The report of the Vice-Chancellor (Part 1), as set out in document 25/61a.

Noted in discussion

Student voice and evaluations

1. That questions had been raised in the past about the efficacy of the evaluation process in meaningfully capturing student voice. In response, it was acknowledged that response rates were too low, and work was needed to lift rates and ensure a more robust student voice process. This work would include reviewing our Evaluation of Teaching and Papers Policy and initiating a project around student engagement in evaluations. Progress on increasing response rates would be closely monitored.
2. That there were questions about how an increase in evaluation response rates could disproportionately amplify voices promoting political ideologies that were not helpful in a paper evaluation process. It was noted that the paper evaluation team could remove offensive comments from the process and flag them for further follow-up where appropriate.

Workload and Promotions

3. That it was important for the University to review academic workload allocations to ensure that these were appropriate and equitable. This would include considerations around class sizes and ensuring efficient teaching. This work was in very early stages.
4. That the Deputy Vice-Chancellor Academic, Deputy Vice-Chancellor Research and Director of People and Capability were initiating work on performance expectations around teaching and research, and how these link with promotions. As part of this work, staff would like to see consultation and communication to ensure that they are not caught unaware by any changes.

Special consideration and extensions

5. That the University needed to ensure policies around special consideration and extensions were implemented consistently and equitably, and that student outcomes were not unfairly influenced by arrangements with individual staff.
6. That when students were asked why they left the University, a common reason was feeling unprepared when they started. Another reason cited by students was an unhelpful interaction with a staff member. In some cases, this may have involved matters of special consideration, extension requests, or reasonable considerations for accessibility needs. It was important that these interactions lead to equitable outcomes that are consistent with the University's policies.

25.04 REPORT FROM STUDENT MEMBERS

Noted in discussion

1. That the Waikato Students' Union (WSU) and Nexus had welcomed new staff, strengthening their ability to support students and enhance engagement throughout the year.
2. That despite early logistical challenges, O-Week had a strong start with high student participation and effective event execution. Attendance at Lawrenson Group venues increased by 40% compared to last year, highlighting the success of promotions and WSU support services. Approximately 3,000 students had utilised the buses, and the well-used safety tent contributed to a secure environment.

3. That the WSU would continue to monitor and address any issues to ensure smooth operations and high engagement throughout the week.

25.05 REPORT OF COUNCIL

Received

1. The report of the 3 December 2024 meeting of Council, as set out in document 25/62.
2. An oral report from the elected staff member to Council.

Noted in discussion

That Council would be meeting tomorrow in Tauranga. There would be an ongoing focus on health and safety and critical risk in upcoming Council meetings.

25.06 REPORT OF THE RESEARCH COMMITTEE

Received

The report of the Research Committee meeting held on 5 February 2025, as set out in document 25/63.

Noted in discussion

1. That further changes in government policy related to research were likely. Some announcements had been made in relation to humanities and social science, and it was likely that further announcements would come. It was acknowledged that this could be an unsettling time. The University would continue to respond to these changes and support impacted researchers.
2. That researchers were asked to complete their IRIS profiles, as this would assist in identifying areas of work needing advocacy and support.
3. That the University will support as many applications to Cluster Two of Horizon Europe as possible.

25.07 REPORT OF THE EDUCATION COMMITTEE

Received

The report of the Education Committee meeting held on 11 February 2025, as set out in document 25/64.

Noted in discussion

Welcome to Waikato

1. That the newly revamped Welcome to Waikato student orientation programme had been run last week and appeared to be successful, with an increase in student participation noted. The results from the student survey on the programme would be evaluated, and further enhancements made where required.
2. That thanks were expressed to everyone who provided support in running this programme.

Flexi Review

3. That further work was required to determine the University's strategic approach to flexible learning and develop a shared understanding of this. The implementation of new paper delivery codes would continue this year; however, further work on flexible learning standards and etiquette had been paused while these broader discussions take place over the rest of the year. The Education Committee would be involved in this work.
4. That the University had committed to delivering academic integrity modules for students, and work was underway to develop a single module that students would complete every year. This module would be reviewed and revised annually in recognition of the fast-changing nature of academic integrity.

25.08 REPORTS OF THE DIVISIONAL BOARDS

Received

The reports of the Divisional Board meetings held on 25 – 29 November 2024, as set out in documents 25/65 - 25/68.

25.09 REPORT OF THE PACIFIC STRATEGIC COMMITTEE

Received

The report of the Pacific Strategic Committee meeting held on 5 December 2024, as set out in document 25/69.

25.10 REPORT OF THE MĀORI ACADEMIC BOARD OF STUDIES

Received

The report of the Māori Academic Board of Studies meeting held on 5 December 2024, as set out in document 25/70.

25.11 ACADEMIC DEVELOPMENTS – ROUND ONE 2025

Received

The current list of Academic Development Proposals and Reviewers for 2025, as set out in document 24/342 (revised 17 February 2025).

Noted in discussion

Psychology as a subject had attracted a notable proportion of the Pacific student cohort at the University. That the proposers were commended for their work in incorporating Pacific elements into the qualification, resulting in a strong programme offering for Pacific students.

Resolved

To approve the Round One, Category 1-5 proposal to introduce a major in Kaupapa Māori Psychology, as set out in document 24/419.

25.12 CATEGORY C AND SPECIALISATION PROPOSALS

Received

The list of Category C proposals signalled to date for 2025, as set out in document 25/01 (revised 13 February 2025).

Resolved

1. To approve the three Category C proposals signalled to date for 2025, as set out in documents 24/508a-c.
2. To approve the two Deletion proposals, as set out in documents 24/510a-b

25.13 AMENDMENT TO THE EDUCATION COMMITTEE CONSTITUTION

Reported

That the amendment to the Education Committee constitution was considered and recommended by the Education Committee at their meeting on 11 February 2025.

Resolved

To approve the amendment to the Education Committee constitution, as set out in document 25/71.

25.14 GRADUATING YEAR REVIEWS

Reported

That a list of GYRs due from 2023 – 2026, a copy of the GYR timeline, handbook and other relevant information was available on the [Academic Office webpage](#).

Received

The list of GYRs due in 2025, as set out in document 24/371.

25.15 INTERNATIONAL ACADEMIC AGREEMENT

Reported

1. That the Chair of the Education Committee executively approved an international Guaranteed Credit Agreement (GCA) between Minzu University of China and the Division of Arts, Law, Psychology and Social Science (DALPSS) for the Bachelor of Arts majoring in Screen and Media Studies.
2. That a copy of this agreement would be made available on Raiser's Edge and MyWaikato, or by contacting the Partnerships team at global@waikato.ac.nz.

25.16 DOMESTIC ACADEMIC AGREEMENTS

Reported

1. That the Chair of the Education Committee executively approved domestic GCA between:

- a. Massey University and the Division of Arts, Law, Psychology, and Social Science for the Bachelor of Social Work.
 - b. The New Zealand Institute of Sport and the Division of Health for the Bachelor of Sport and Human Performance.
2. A copy of these agreements were available on the Academic Office Agreements [webpage](#).

25.17 EXECUTIVE APPROVAL

Reported

That the Chair of the Academic Board executively approved amendments to the Student Discipline Regulations in relation to the establishment of the Division of Health.

25.18 DATE OF NEXT MEETING

Reported

That the next meeting of the Academic Board would be held on Monday 28 April 2025 at 2.10pm.

25.19 PROCEEDINGS WITH THE PUBLIC EXCLUDED

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 4 December 2024
2. Report of the Vice-Chancellor (Part 2)
3. Revised Guidelines for the Establishment and Management of Research Institutes, Centres and Units

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.

Items 2 and 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