

CONFIRMED - Te Pūkenga trading as NMIT Academic Committee MINUTES – Open

Wednesday 10 April 2024

Minutes

These are the Open minutes of a meeting of Te Pūkenga trading as NMIT Academic Committee held on Wednesday 10 April 2024 at 3.15pm, face to face and online via Microsoft Teams.

Present

Academic Committee Members

Kim Davies (Chair)
Nicole Akuhata (left 3.35)
Julie Bytheway
Max Devon
Trisha Krishnasamy
Rae Perkins (on-line 3.25pm)
Susannah Roddick
Victoria Whitmore
Pam Wood

In Attendance

Silvia Gassebner Team Leader Curriculum + Academic Registry (non-voting),
Mary Woodward Curriculum + Academic Registry (minute-taker, non-voting)

Apologies

Scott Bailey, Reid Carnegie, Soraya Paki Paki, Chanelle Taylor

Kim Davies chaired the meeting.

Quorum

The Chair noted that a quorum of members was present and declared the meeting open.

1. Welcome, Apologies, Notices

The Chair welcomed everyone and noted:

- Apologies received from S Bailey, R Carnegie, S Paki Paki, C Taylor.
- M Day and M Kneepkens had resigned from the Academic Committee due to new job roles.
- As some Committee Members had indicated the need to leave early the meeting would move first into the in-committee session of the agenda.

The Members received M Day and M Kneepkens' resignation with regret and acknowledged their commitment to the committee over the past few years.

Action:

K Davies on behalf of the Academic Committee to send acknowledgement of resignation to M Day and M Kneepkens.

6. Formal Motion to Moving into the In-committee session

The Chair moved the formal motion to move into the in-committee session.

Resolution:

08/24 It was resolved:

1. That members of the public and press be excluded from the remainder of the meeting and that the Academic Committee move In-committee (confidential session)
2. Furthermore, NMIT resolves that the Academic Integrity Team Leader, Curriculum and Academic Registry Team Leader, Academic Advisor, Director Academic and Teaching (Curriculum Directors), Curriculum Area Managers

(Curriculum Managers), Pouārahi Director Māori and Pasifika Success (Manager of Ōritetanga), Head of Learner Services, Appointed Academic Staff Members, Appointed NMIT Students, Administrator Curriculum + Academic Registry (Academic and Quality Administrator), be permitted to remain at the meeting, after the public have been excluded because of their specific knowledge in relation to their respective subject matter expertise. This knowledge will be of assistance in relation to the matters above to be discussed, be permitted to remain at the meeting, after the public have been excluded because of their specific knowledge in relation to their respective subject matter expertise. This knowledge will be of assistance in relation to the matters to be discussed.

The general subject of each matter to be considered while the public is excluded, the reason for passing the resolution in relation to each matter and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 (LGOIMA)/Official Information Act 1982 (OIA) for the passing of the resolution are as follows:

Item No.	General Subject of each matter to be considered	Reason for passing resolution in relation to each matter	Grounds under section 48(1) for the passing of the resolution.
7.1	Minutes of the In-Committee NMIT Academic Committee Meeting – 13.3.2024	Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 of the OIA noting Te Pūkenga (and its subsidiaries) is specified, in Schedule 2 of LGOIMA, as a body to which Part 7 LGOIMA applies)
8.1 8.2	2023 Self-Assessment Reports Bachelor of Arts and Media Bachelor of Computer Generated Imagery	Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 of the OIA noting Te Pūkenga (and its subsidiaries) is specified, in Schedule 2 of LGOIMA, as a body to which Part 7 LGOIMA applies)
9.1	Other Business Academic Staff Member Appointment Pack	Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 of the OIA noting Te Pūkenga (and its subsidiaries) is specified, in Schedule 2 of LGOIMA, as a body to which Part 7 LGOIMA applies)

Moved: Kim Davies
Seconded: Victoria Whitmore
CARRIED

The Chair noted that a quorum of members was present and declared the open session of the meeting reopened at 3.40pm.

2. Administrative

- 2.1 Open Minutes of the Previous Meeting
Scheduled meeting – 13 March 2024
E-Meeting – 12 to 18 October 2023
Resolution:

15/24 The Academic Committee confirmed the minutes of the open meeting of the Academic Committee held on 13 March 2024 as a true and accurate record of the meeting.

Moved: S Roddick

Seconded: K Davies

CARRIED

16/24 The Academic Committee confirmed the minutes of the open e-meeting of the Academic Committee held on 12 to 18 October 2023 as a true and accurate record of the meeting.

Moved: J Bytheway

Seconded: K Davies

CARRIED

2.2 Action Items of Academic Committee Meetings

The members reviewed the action items.

Item 1 – Explore channels for raising concerns about the lack of ākonga representation on appeal panels with Te Pūkenga.

K Davies requested this action be closed noting the unlikelihood of guidance being received from Te Pūkenga at this stage and that a decision would now need to be made at institute level. She noted that discussion would be needed on the process to reconsider the appeals procedure and requested that M Devon work with SANITI on developing a paper to be tabled at Academic Committee outlining their concerns and a process for addressing the lack of ākonga representation on appeal panels.

Action:

M Devon to work with SANITI on developing a paper to be tabled with the committee outlining concerns and a process for addressing the lack of ākonga representation on appeals panels.

Item 2 – Update Academic Development Status Report and make available to Committee Members.

K Davies requested this action be closed due to its age and advised her intention to develop a work plan capturing current academic development and progress against to be monitored by Academic Committee via sub-committees.

Action:

K Davies to develop current academic development work plan to be monitored by Academic Committee via sub-committees.

Item 3 – Details on what Academic Committee need to know for delivery of the failed unit standards.

K Davies advised her intention to table a progress summary on the failed unit standards at the 30.4.2024 Academic Standards and Quality Committee meeting.

Item 4 – Confirm to committee when Iwi partnership agreements have been signed.

K Davies confirmed that two of three agreements had been signed and returned and would be forwarded onto NZQA; the final report will be followed up on.

2.3 Correspondence Schedule

There was no outwards correspondence tabled for endorsement

Resolution:

17/24 The Academic Committee received the inwards correspondence.

Moved: M Devon

Seconded: P Ward

CARRIED

Action:

K Davies to look back at all correspondence to be scheduled for 2024

3 Academic and Quality

3.1 Programme and Course Change Approvals

K Davies advised:

- These updates detail changes made earlier in the year for 2024 delivery.
- The Academic Integrity Team are using course change approval information to determine that assessment changes are included in the 2024 moderation plans.

Resolution:

18/24 The Academic Committee endorsed the Programme and Course Change Approvals.

Moved: T Krishnasamy

Seconded: V Whitmore

CARRIED

4 Te Pūkenga

4.1 Transition Update

K Davies requested that this item be removed as a standing agenda item, noting that with the Te Pūkenga disestablishment process underway, any updates would now be reported to the committee via either a Quality Enhancement Report or an Academic Integrity Report.

Action:

M Woodward to remove standing agenda item '4 Te Pūkenga' from the agenda template

5 Reports from Committees and Working Parties

5.1 Academic Standards + Quality Committee

The Academic Committee received for information the minutes of the meeting of the Academic Standards + Quality Committee held 20 February 2024.

5.2 Recognition of Academic Credit Committee

The Academic Committee received for information the minutes of the meetings of the Recognition of Academic Credit Committee held 22 February 2024 and 8 February 2024.

6 Late Item

M Devon raised concerns on the use of the Turnitin AI detection tool noting that ākongas are coming to her in distress around their understanding of how the tool works.

Action:

S Roddick and M Devon to follow-up on the ākongas AI concerns.

The Open session closed at 3.55pm.

Academic Committee Action List – 10 April 2024

	Item NO	ACTION	WHO	WHEN	PROGRESS
1	6.1	Late Item - NMIT Ākongas Appeals Procedure Explore channels for raising concerns about the lack of ākongas representation on appeal panels with Te Pūkenga	Kim Davies	10.4.2024	10.4.2024 - Closed due to the unlikelihood of guidance being received from Te Pūkenga at this stage.
Action Items 22.11.2023 – Open					
2	3.1	Academic Development Status Report Update Academic Development Status Report and make available to Committee Members	Kim Davies	ASAP	10.4.2024 - Closed
Action Items 22.11.2023 – In-Committee					
3	8.1.1	External Moderation Report Briefing Academic Committee on risk – Committee Members have asked for details on what need to know for delivery of the failed unit standards	Jackie Rees / Kim Davies	15.5.2024	10.4.2024 – KD to table progress summary at 30.4.2024 ASQ meeting
Action Items 13.3.2024 – In-Committee					

4	8.1	Confirm to committee when Iwi Partnership agreements have been signed.	K Davies	15.5.2024	10.4.2024 – 2 of 3 signed agreements returned and to be forwarded to NZQA. Final agreement to be followed up on.
Action Items 10.4.2024 – In-Committee					
5	9.1	Academic Staff Member Appointments Notify L Gant and S Akhavan of appointment onto the Academic Committee and arrange induction.	K Davies	ASAP	Completed
6	9.2	Appointment of Degree Monitor Confirm approval process for on-boarding degree monitors.	K Davies	15.5.2024	
7	10.1 1	Academic Committee Resignation Send acknowledgment of resignation to C Taylor, M Day, M Kneepkens.	K Davies	15.5.2024	
Action Items 10.4.2024 – Open					
8	2.2	Action Items Work with SANITI on developing a paper to be tabled with the committee outlining concerns and a process for addressing the lack of ākonga representation on appeals panels.	M Devon	15.5.2024	
9	2.2	Action Items Develop current academic development work plan to be monitored by Academic Committee via sub-committees.	K Davies	15.5.2024	
10	2.3	Correspondence Schedule Look back at all correspondence to be scheduled for 2024.	K Davies	15.5.2024	
11	4	Te Pūkenga Remove standing agenda item '4 Te Pūkenga' from the agenda template.	M Woodward	15.5.2024	Completed
12	6	Late Item Follow-up on the ākonga AI concerns.	S Roddick / M Devon	15.5.2024	