

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

Wednesday 13 March 2024

Minutes

These are the Open minutes of a meeting of Te Pūkenga trading as NMIT Academic Committee held on Wednesday 13 March 2024 at 3.15pm, face to face and online via Microsoft Teams.

Present

Academic Committee Members

Kim Davies (Chair)
Nicole Akuhata (left 3.55pm)
Scott Bailey
Julie Bytheway
Reid Carnegie
Monique Day
Rae Perkins
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

Max Devon, Marja Kneepkens, Trisha Krishnasamy, Soraya Paki Paki, Chanelle Taylor.

Quorum

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

1. Welcome, Apologies, Notices

The Chair welcomed everyone to the first 2024 meeting and noted:

- Apologies received from Max Devon, Marja Kneepkens, Trisha Krishnasamy, Soraya Paki Paki, Chanelle Taylor.
- Moving forwards Committee Agenda and Minutes will be formatted in a style similar to that used by Te Poari Akoranga (Academic Board)

2. Administrative

2.1 Open Minutes of the Previous Meeting

Scheduled meeting – 25 October 2023

Resolution:

01/24 The Academic Committee confirmed the minutes of the open meeting of the Academic Committee held on 25 October 2023 as a true and accurate record of the meeting.

Moved: P Wood

Seconded: J Bytheway

CARRIED

2.2 Action Items of Academic Committee Meetings

The members reviewed the action items.

- Item 1 – Deferred, K Davies noted the increasing difficulty in accessing direction centrally due to the move towards disestablishment of the ACLS Team, and advised she would follow up again for a response.
- Item 2 – Deferred, K Davies noted this item would be completed shortly.

- Item 3 – Deferred, K Davies advised she would work with sub-committees on how to signal and raise risk, she noted the need for establishing an effective risk process.

2.3 Correspondence Schedule

Resolution:

02/24 The Academic Committee received the inwards correspondence.

Moved: S Roddick

Seconded: M Day

CARRIED

03/24 The Academic Committee endorsed the outwards correspondence.

Moved: M Day

Seconded: V Whitmore

CARRIED

3. Academic and Quality

3.1 Quality Enhancement Summary Report

Received for information. K Davies advised:

- The consistency review reports for the 21.3.2024 and 26.3.2024 workshops have now been submitted.
- 2023 Degree Self-Assessment Reports are starting to be received in.

3.2 Academic Integrity Team Leader Report

Received for information. K Davies advised:

- As still working to Te Pūkenga processes Programme Teams wanting to make programme/delivery changes need to complete an internal viability analysis first.
- Work is continuing on the collaborate development of the Bachelor of Nursing and the Bachelor of Social Work unified programmes.
- Te Pūkenga has messaged the intention that if finalised by June 2024 delivery of these unified programmes will begin in 2025.
- Approval of these unified programmes can only be done under Te Pūkenga, NMIT will need to gain accreditation to deliver these programmes.

3.3 Programme and Course Change Approvals

Resolution:

04/24 The Academic Committee endorsed the Programme and Course Change Approvals.

Moved: V Whitmore

Seconded: S Roddick

CARRIED

4 Te Pūkenga

4.1 Transition Update

The members received a verbal update. K Davies advised:

- There continues to be a vacuum in terms of available information.
- All signalling has Te Pūkenga governance structure continuing until disestablishment.

5 Reports from Committees and Working Parties

5.1 Academic Standards + Quality Committee

The Academic Committee received for information the minutes of the meetings and e-meetings of the Academic Standards + Quality Committee held 14.11.2023, 23.1.2024, 15 to 17.11.2023, 28.11 to 1.12.2023, 5 to 6.12.2023, 12 to 15.1.2024.

5.2 Recognition of Academic Credit Committee

The Academic Committee received for information the minutes of the meetings and e-meetings of the Recognition of Academic Credit Committee held 14.11.2023, 30.11.2023, 1.12.2023, 14.12.2023, 24.1.2024.

5.3 Learning and Teaching Committee

The Academic Committee received for information the Confirmed 2023 Learning and Teaching Committee Priorities Report with Completed Actions.

The Academic Committee received for information the minutes of the meeting of the Learning and Teaching Committee held 27.11.2024.

5.4 Research and Ethics Committee

The Academic Committee received for information the minutes of the meetings of the Research and Ethics Committee held 13.6.2023, 5.9.2023.

5.5 2023 Self-Review Pastoral Code

J Bythway gave a verbal report on the 2023 Self-Review of the Pastoral Code and updated members on semester 1 2024 Wellbeing Support Team activity:

- Manaaki Fund Applications open for 2024.
- Purchase of three Grammarly licenses.
- Set Students Up for Success series.
- Appointment of three new Learner Services kaimahi.
- The cultural change within the team on emphasising more engagement with programme areas rather than services in waiting.

6 Formal Motion to Moving into the In-committee session

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

Resolution:

05/24 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 – 22.11.2023, 15to16.2.2024	Section 9(2)(i) of the Official Information Act – enable the organisation holding the	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for

		information to carry out, without prejudice or disadvantage, commercial activities	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	Matters Arising Iwi Partnership Delivery – Education Delivery Subcontract Agreements Academic Contracts approved 16 February 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)

Moved: K Davies
Seconded: S Roddick
CARRIED

The Open session closed at 4pm.

Academic Committee Action List – 13 April 2024

	RES NO	ACTION	WHO	WHEN	PROGRESS
1	6.1	Late Item - NMIT Ākonga Appeals Procedure Explore channels for raising concerns about the lack of ākonga representation on appeal panels with Te Pūkenga	Kim Davies	10.4.2024	13.3.2024 – KD follow up with ACLS Team
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	13.3.2024 – KD advised will complete
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	10.4.2024	13.3.2024 – KD to work with sub-committees