



TE KUNENGA | MASSEY
KI PŪREHUROA | UNIVERSITY
UNIVERSITY OF NEW ZEALAND



ACADEMIC BOARD MEETING

Wednesday, 21 October 2026, 1.30pm



Academic Board Meeting Part I - 21 October 2026

21 October 2026 01:30 PM - 03:30 PM



TE KUNENGA | **MASSEY**
KI PŪREHUROA | **UNIVERSITY**
UNIVERSITY OF NEW ZEALAND

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**MASSEY UNIVERSITY COUNCIL
MINUTES OF THE ACADEMIC BOARD**

**HELD VIA VIDEOCONFERENCE
ON
WEDNESDAY 23 SEPTEMBER 2026 AT 1.30PM**

PART I

Present: Professor Fiona Te Momo (Chair), , Acting Provost Professor Tracy Riley, Te Tira Ahu Pae student representative Ayla Brook, Professor Darryl Cochrane, Professor Naomi Cogger, PVC Massey Business School (MBS) Professor Jonathan Elms, Professor Bill Fish, Ngā Haumi Ki Te Ao Kaiwhakahaere o Manawatahi Joseph Freeman, Dean Pacific Professor Tasa Havea, Dr Simon Hills, Professor Huia Jahnke, PVC College of Creative Arts (CoCA) Professor Margaret Maile, PVC College of Health (CoH) Professor Jill McCutcheon, Associate Professor Tara McLaughlin, Professor Diane Pearson, Dr Marta Rychert, Professor Nicolette Sheridan, Rongomaiaia Te Whaiti, Professor Kaye Thorn, Matt Tini, and PVC College of Humanities and Social Sciences (CoHSS) Professor Cynthia White.

In Attendance: Chancellor Alistair Davis, Council Member Gaven Martin, Professor Kieran O'Donoghue [Part I only], Executive Director, Student Experience Amy Heise, Director Education Futures Jean Jacoby, Governance Advisor Christabelle Marshall and three members of the public.

Apologies: Vice-Chancellor Professor Pierre Venter, DVC Māori Paora Ammunson, Dr Maria Borovnik, PVC College of Sciences (CoS) Professor Ray Geor, Te Tira Ahu Pae General President Takunda Mabonga, DVC Students and Global Engagement (SaGE) Dr Tere McGonagle-Daly, Professor Hatice Ozer Balli, Associate Professor Sam Richardson, Ngā Haumi Ki Te Ao Co-Tumuaki o Ōteihā/Pāmamao Mathew Rope, Professor Rochelle Stewart-Withers, and Pūkenga Tiriti Associate Professor Veronica Tawhai.

1. PROCEDURAL MATTERS

1.1 Welcome/Karakia

The Chair opened the meeting with a karakia and welcomed all members present.

1.2 Apologies/Quorum

The apologies were received and accepted, with quorum confirmed.

1.3 Declaration of Interests

No declarations of interest were noted.

1.4 Meeting Agenda Review

The Agenda Part I was received and confirmed with all papers taken as read.

1.5 Confirmation of Minutes of Meeting held on 26 August 2026 – Part I (AB26/09/150)

AB26-48 RESOLVED:

(Agreed)

“THAT the Academic Board adopts the minutes of Part I of the meeting held on 26 August 2026 as a true and correct record”

CARRIED

1.6 Matters Arising

There were no matters arising.

1.7 Action Schedule – Part I (AB26/09/151)

The Board noted the Action Schedule for Part I.

1.8 Academic Board Workplan 2026/2027 - Part I (AB26/09/152)

The Board noted the workplan for 2026/2027.

2. STRATEGIC UPDATES

2.1 Chair's Report (Verbal)

The Chair noted the release of the final decision on the Proposal for Change and thanked Academic Board members for their submission of Academic Advice to Council. Formal acknowledgement was expressed to Provost Professor Giselle Byrnes for her distinguished service both to the University and Academic Board. Formal acknowledgment was also expressed to Deputy Vice-Chancellor Students and Global Engagement Dr Tere McGonagle-Daly for his exemplary service to the University and Academic Board, and for his leadership during the COVID-19 pandemic.

The Chair noted that there were opportunities for Board members to stand on Doctoral Research Committee, University Academic Promotions Committee and Honorary Awards Committee. Board members were encouraged to contact the Governance Advisor with expressions of interest.

2.2 Vice-Chancellor's Report (AB26/09/153)

The Board noted the Vice-Chancellor's report.

2.3 Student Report (Verbal)

The student representatives noted that Ngā Haumi ki te Ao had recently hosted Te Huinga Tauria on the Auckland campus. It was further noted that student representatives had attended the University of Waikato and Cadmus Learning and Assessment Forum and that the item on student voice around GenAI was progressing well for submission to the October Board meeting.

2.4 Provost Report (Verbal)

The Acting Provost, Professor Riley acknowledged the work of Professor Byrnes and her team during a very busy time for the portfolio. The Acting Provost provided an update on changes in the external operating environment, including research funding, and academic quality assurance. The Board discussed the changing research funding environment and noted the importance of reviewing scholarships to align with the new University Strategy.

2.5 Doctoral Supervision Policy (AB26/09/154)

AB26-49 RESOLVED:

(Agreed)

THAT the Academic Board approves the Doctoral Supervision Policy.

CARRIED

3. ACADEMIC PROGRAMMES

3.1 CUAP Proposal (AB26/09/155)

Professor O'Donoghue noted proposed amendments to the Bachelor of Social Work from a 4-year 480-credit degree to a 3-year 360-credit degree to align with the revised Social Workers Registration Board (SWRB) Education Standards and the Tertiary Education Commission's prioritisation of the 3-year social work degrees.

AB26-50 RESOLVED: (Agreed)

THAT the Academic Board recommends the CUAP proposal to the Vice-Chancellor for approval and forwarding to CUAP for approval/noting.

CARRIED

4. PAPERS FOR NOTING

The Board noted the papers as listed.

4.1 AC Minutes 4 August 2026 – Part I (AB26/09/156)

4.2 College of Humanities and Social Sciences College Board Minutes 14 August 2026 – Part I (AB26/09/157)

5. DECISION RELEASED FROM PART II

4.1 Conferment of Degrees and Awarding of Diplomas and Certificates (AB26/09/162)

AB26-55 RESOLVED: (Agreed)

THAT the Academic Board approves the degrees be conferred, and the certificates and diplomas be awarded to those as listed in the report, with the university seal affixed to the parchments.

CARRIED

6. MOVING INTO PART II - EXCLUSION OF THE PUBLIC (AB26/09/158)

AB26-51 RESOLVED: (Chair)

THAT the Academic Board exclude the public from the papers as noted in the table below.

General subject of each matter to be considered		Reason	Section 48(1) grounds
AB26/09/159	Confirmation of Minutes Academic Board Meeting 26 August 2026 - Part II	For the reasons set out in the Part I minutes of 26 August 2026 held with public present	
AB26/09/160	Generative Artificial Intelligence Discussion	Improper gain or advantage	s7(2)(j)
AB26/09/161	Graduating Year Reviews	Improper gain or advantage	s7(2)(j) s7(2)(f)(i)
AB26/09/162	Conferment of Degrees and Awarding of Diplomas and Certificates	Personal privacy	s7(2)(a)
Noting Papers			
Academic Committee Minutes 4 August 2026 – Part II (AB26/09/163)			
College of Humanities and Social Sciences College Board Minutes 14 August 2026 – Part II (AB26/09/164)			

This resolution was made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public as stated in the above table.

CARRIED

Professor O'Donoghue and three members of the public left the meeting at 2.03pm.

Part I of the meeting closed at 2.03pm

Signature: _____

Date: _____

UNCONFIRMED

Academic Board Action Schedule – Part I

Item	Action	Responsibility	Meeting Date & Ref	Status	Due Date
1.	Schedule a deep dive on GenAI for a future Board meeting, with advice to be presented to Council.	Governance	22/07/2026 AB26/07/108	Scheduled for October Board meeting, with additional paper to be presented to the November Board meeting for finalisation prior to Council submission. UPDATE: Deferred to November and February meetings.	~~21/10/2026~~ 18/11/2026 24/02/2027
2.	Student representatives to share student voice around Gen AI at a future Academic Board meeting.	Governance	22/07/2026 AB26/07/108	Scheduled for October Board meeting. UPDATE: Deferred to November meeting.	~~21/10/2026~~ 18/11/2026

Academic Board 2026/2027 Workplan

	21 OCTOBER 2026	18 NOVEMBER 2026	24 FEBRUARY 2027	24 MARCH 2027
Location	Zoom	Zoom	Zoom	Zoom
Strategic Discussion	•	• Gen AI	• TBC	• TBC
Strategic Items	• ORCID Researcher Identifier Policy	• GenAI deep dive and student survey discussion • AB Approved Policies Update (6-monthly)★ • Te Ara Paerangi & Te Pou Rangahau Update (6-monthly)	• GenAI paper (to Council)	• Subcommittee Annual Reports★
Operational Items	• Chair's Report • VC's Report • Provost Report • Student Report • Qualification Review Reports • Conferment of Degrees and other qualifications • Graduating Year Reviews	• Chair's Report • VC's Report • Provost Report • Student Report • Qualification Review Reports • Conferment of Degrees and other qualifications • Graduating Year Reviews	• Chair's Report • VC's Report • Provost Report • Student Report • Qualification Review Reports • Conferment of Degrees and other qualifications	• Chair's Report • VC's Report • Provost Report • Student Report • Qualification Review Reports • Conferment of Degrees and other qualifications
Papers for Noting★	Subcommittee minutes	Subcommittee minutes	Subcommittee minutes	Subcommittee minutes

Academic Board 2026/2027 Workplan

Note: All ★starred items are for noting.

	21 APRIL 2027	12 MAY 2027	23 JUNE 2027	28 JULY 2027	25 AUGUST 2027
Location	Zoom	Zoom	Zoom	Zoom	Zoom
Strategic Discussion	• TBC	• TBC	• TBC	• TBC	• TBC
Strategic Items	•	• AB Approved Policies Update (6-monthly)★	• Animal Ethics Committee Annual Report★ • Te Pou Rangahau and Paerangi Update ★	• TBC	• Research Rankings Update
Operational Items	- Chair's Report - VC's Report - Provost Report - Student Report - CUAP Proposals (Round 1) - Qualification Review Reports - Conferment of Degrees and other qualifications	- Chair's Report - VC's Report - Provost Report - Student Report - CUAP Proposals (Round 1) - Qualification Review Reports - Conferment of Degrees and other qualifications	- Chair's Report - VC's Report - Provost Report - Student Report - CUAP Proposals (Round 2) - Qualification Review Reports - Conferment of Degrees and other qualifications	- Chair's Report - VC's Report - Provost Report - Student Report - CUAP Proposals (Round 2) - Qualification Review Reports - Conferment of Degrees and other qualifications	- Chair's Report - VC's Report - Provost Report - Student Report - Qualification Review Reports - Conferment of Degrees and other qualifications
Papers for Noting	• Subcommittee minutes	• Subcommittee minutes	• Subcommittee minutes	• Subcommittee minutes	- Human Ethics Committees Annual Report - Subcommittee minutes

Please Note: All ★starred items are for noting.

Part I: Paper for Information

MEETING DATE:	21 October 2026
AUTHOR:	Vice-Chancellor Professor Pierre Venter
SUBJECT:	VICE-CHANCELLOR'S PART I REPORT TO ACADEMIC BOARD PERIOD: September 2026

Recommendation

- That Academic Board note this update on key achievements and highlights demonstrating Massey's impact during the September reporting period.

Executive Summary

- This report provides a high-level overview of the period, highlighting how both my work and the activity and achievements of our staff and students align with our new Strategy 2026 – 2030 and offers links for further detail. While it cannot capture all the outstanding mahi of Massey staff, students and partners, it records key accomplishments and points readers to [Massey News](#) and other channels where these and many additional stories can be found.

Vice-Chancellor's Insights and Outlook

Connecting with our academic community, strengthening partnerships and celebrating alumni

Over the reporting period, I continued to engage across Massey's academic, regional, national and international communities through a range of strategic, academic and stakeholder activities. This included completing a College deep-dive session with Pro Vice-Chancellors and academic leaders, visiting the School of Aviation, attending the Aviation Open Day, and participating in the Riddet Institute Postgraduate Student Colloquium. I also chaired the Level 5 Academic Promotions process, supporting excellence and achievement across our academic community

I maintained ongoing engagements with key stakeholders through engagement with the Te Mata o te Tau and Te Wheke a Toi Symposium, Horizons Regional Council, Pūhoro STEM Academy, and discussions with the Central Economic Development Agency (CEDA) on opportunities for regional collaboration. Internationally, I reinforced Massey's global connections through visits to Samoa, Tonga and the Cook Islands as part of the Pacific Roadshow, as well as the renewal of our Memorandum of Understanding with the University of Mataram in Indonesia.

Alongside these activities, I continued to share and promote the university's new strategy through media engagement and was pleased to celebrate the ongoing contributions of our alumni at the inaugural Golden Alumni Lunch at Wharerata. Collectively, these engagements highlighted the importance of academic excellence, strong partnerships, community connection and collaboration in advancing Massey's strategic priorities.

Future-ready learners

Impact through people. Capable, adaptable, employable.

- [Massey builds on success of student ag summit](#) following the success of the [inaugural Food Innovation Youth Summit](#) an expanded programme is planned for January 2027, with two summits giving Year 12 and 13 students a first-hand look at the food and fibre sector and a glimpse of where a career in agriculture could take them.

Part I: Paper for Information

- Bachelor of Nursing student Lily Groom has been named the recipient of the [2026 Jodee Redmond Memorial Award](#), recognising her compassion, generosity and commitment to supporting others.
- [Plant science student awarded for fresh perspective on NZ's horticulture industry](#). Xinyu Wu is a Bachelor of Science student majoring in plant science who was recently named one of two recipients of the PGG Wrightson 175th Year Scholarship. The scholarship recognises students with fresh perspectives on the future of Aotearoa New Zealand's agricultural and horticultural industries.
- [Massey design alumna takes out the Supreme Award at this year's World of WearableArt \(WOW\) show](#). Kayla Christensen's time at Massey helped to develop skills beyond traditional fashion design, encouraging her to explore different disciplines and push the boundaries of her creativity. She credits Massey's creative environment and the encouragement of mentors with helping her develop the confidence to challenge convention.
- A new chapter began for PSB Academy and Massey University on 14 September, as the institutions celebrated their [first graduating cohort at the inaugural Massey University–PSB Graduation Ceremony in Singapore](#).
- [Massey Business School and TradingView partnership to bring students and staff closer to markets](#). Students within Massey Business School will have the opportunity to test their theories in international market conditions, applying their academic learnings without any financial risk.
- Massey University industrial design alumna Sophie West is the [New Zealand winner of the James Dyson Award](#) for her product designed to make cleaning menstrual cups easier. Her product will soon be judged among other international winners. The top 20 winners will be announced on 14 October, while the top prize will be announced on 4 November.

National capability & productivity

Impact through partnership. Stronger regions, industries and workforces.

- [Turning apple leftovers into tomorrow's gilator packaging innovation](#). Fourth-year food technology student Ed Ron Ng is exploring how food processing by-products can be transformed into sustainable, high-performance packaging materials thanks to a new scholarship from Revo Packaging.
- [Psychology Professor elected a Fellow of the New Zealand Psychological Society](#), in recognition of her outstanding contributions to the profession.
- [CanConstructNZ team wins Research Team of the Year Award for impact on New Zealand's construction sector](#). The team, which includes construction and built environment researchers from the School of Built Environment, won the Research Team of the Year Award at the Royal Institution of Chartered Surveyors Awards, in recognised the CanConstructNZ team's efforts to better understand construction-sector workloads and the industry's capacity and capability to deliver planned construction projects.
- [Reimagining by-products, food waste and inclusive eating: 2026 New Zealand Food Award judges recognise themes of innovation](#). Each year, the New Zealand Food Awards provide a snapshot of the ideas, products and innovations emerging from leaders in Aotearoa New Zealand's food and beverage sector. As General Manager of research and development hub FoodPilot at Massey University, Head Judge Nikki Middleditch works closely with businesses

Part I: Paper for Information

involved in food innovation and product development. The New Zealand Food Awards provide another opportunity for Middleditch to see how producers and developers translate ideas into products for the market.

Research & Innovation with impact

Impact through knowledge. Knowledge translated and applied.

- [Massey researcher helps set the record straight on volcanic eruption myths](#). When a volcano erupts, misinformation can spread almost as quickly as the ash cloud itself. That's one of the key findings behind a newly published international paper, [Getting the Story Straight: Common Misconceptions Around Volcanoes and Eruptions with Case Studies of Recent Events](#), co-authored by Associate Professor Carol Stewart.
- [New research finds gut bacteria connection to celiac disease](#). One of the reasons some people develop celiac disease and others remain healthy could be linked to fibre metabolism in the gut, according to new research.
- Professional firefighter and master's student Leanne Allen has been [awarded the prestigious Kate Sheppard Memorial Award in recognition of her research examining gender disparity](#) in traditionally male-dominated workplaces. The Kate Sheppard Memorial Award recognises women undertaking postgraduate study, research or special projects that contribute to communities in Aotearoa New Zealand.
- [Built Environment research projects win global recognition](#). Two Massey University community impact research projects have been shortlisted and named in the top 25 per cent of the 2026 Quacquarelli Symonds Reimagine Education Awards. The international awards, which attracted more than 2200 global entries across 15 award categories, are often referred to as the 'Oscars of Education'. They celebrate cutting-edge projects, pedagogies and technologies that are transforming education for the better.
- Professor Ruggiero Lovreglio, from the School of Built Environment, has been appointed to the Editorial Board of the highly ranked journal *Virtual Reality*. Professor Lovreglio has also received a 'top cited' award from the journal *Safety Science* for a publication with PhD student Dorothy Scorgie. The article, which focuses on the use of virtual reality for safety training, has been cited 182 times since publication in 2024, including in policy documents.
- The College of Sciences [Food Experience and Sensory Testing \(Feast\) have partnered with an international gelato festival to advance food science research](#). The partnership with Social Promotion Association The Italian Way will help advance scientific understanding of contemporary artisanal gelato, bringing together researchers, industry experts and master gelato makers from around the world.
- Massey university continues to earn global recognition in the latest [Shanghai Ranking's Global Ranking of Academic Subjects](#). Massey is ranked in the world's top 50 for both Food Science & Technology, and Veterinary Science, while [Communications is ranked in the global top 100](#), making Massey the only New Zealand university featured in this subject. As Massey celebrates 50 years of Communications teaching, this achievement reflects the programme's excellence and its success in preparing graduates for a rapidly evolving world.

Trusted and sustainable Massey

Impact through delivery. Financially resilient and trusted.



Part I: Paper for Information

- [The Bachelor of Animal Science is expanding with the addition of two new majors: Animal Agri-Technology and Pastoral Livestock Production.](#) The new majors are in response to growing demand for graduates with the skills to meet the challenges and opportunities facing modern agriculture in Aotearoa New Zealand's primary industries.
- [New communication pathways emerge from Massey and Mahindra partnership](#) following a recent visit from a Mahindra University delegation to the Pukeahu and Manawatū campuses to explore opportunities for students, academics and research collaboration.
- [Strategy in Action Massey University College.](#) In 2021, an agreement was signed between Massey University and Kaplan International that appointed Kaplan as the provider of pathway programmes to international students through MUC. These programmes were rolled out in 2022 to an initial cohort of 89 students. MUC has experienced significant growth since it began, with enrolments growing to 428 in late 2025. The College now has 25 dedicated staff, plus casual staff, based in Auckland. MUC will reach its fifth anniversary in 2027, the same year Massey University celebrates its centenary.

MEETING DATE:	21 October 2026
AUTHOR:	Academic Board Chair, Professor Fiona Te Momo
SUBJECT:	PROPOSED ACADEMIC BOARD TERMS OF REFERENCE

Recommendation

- That the Academic Board endorse the proposed Academic Board Terms of Reference to Council for approval.

Background

The Academic Board Chair convened a Working Group of Academic Board members to consider amendments to the Academic Board Terms of Reference. Following meetings on 12 and 14 October, the Working Group agreed to submit the attached revised Terms of Reference to Academic Board for consideration and endorsement, with a recommendation that they then be forwarded to Council for approval.

Supporting Document

- [Proposed Academic Board Terms of Reference](#)
- [Current Academic Board Terms of Reference – approved by Council December 2023.](#)

MEETING DATE:	21 October 2026
AUTHOR:	Professor Ray Geor, Acting Deputy Vice-Chancellor Academic
SUBJECT:	RETIREMENT OF GENERATIVE ARTIFICIAL INTELLIGENCE IN ASSESSMENT POLICY

Recommendation

- That the Academic Board approve the retirement of the Generative Artificial Intelligence in Assessment Policy

Background

The adoption of the Verified Assessment Policy and the two-lane assessment approach has made the need for the Generative Artificial Intelligence in Assessment Policy largely redundant. It is proposed that this policy be retired, with responsibility for matters related to the use of artificial intelligence in assessment distributed as follows:

- **Verified Assessment Policy:** assessment verification requirements, secured and open assessments, programme-level assessment mapping, and assessment conditions.
- **Academic Integrity Policy and Procedures:** inappropriate use of AI and associated academic integrity processes.
- **Educator Resource Hub:** practical assessment design advice and examples of appropriate AI use.
- **University website and Stream:** Student-facing guidance.

Supporting Document

- [Generative Artificial Intelligence in Assessment Policy](#)

MEETING DATE:	21 October 2026
AUTHOR:	University Research Committee
SUBJECT:	UNIVERSITY RESEARCH COMMITTEE TERMS OF REFERENCE

Recommendation

- That the Academic Board approve the amended University Research Committee Terms of Reference.

Background

The University Research Committee has undertaken a review of its Terms of Reference following recent changes to the University's leadership structure. The proposed amendments update position titles to align with the current Executive Leadership Team structure and revise legislative references to reflect the Education and Training Act 2020.

The updated Terms of Reference are provided as a supporting document for the Board's consideration and approval.

A more comprehensive review of the Terms of Reference will be undertaken at a later date.

Supporting Document

- [University Research Committee Terms of Reference \(Track Changed\)](#)

DATE:	21 October 2026
AUTHOR:	Dr Helen Sargent
SUBJECT:	Consultation on a new ORCID Researcher Identifier Policy

Key Strategic Points

1. Mandatory adoption of ORCID aligns with Massey's Strategy 2026-2030 by strengthening trusted delivery, digital and data capability, mission-led research impact, collaborative partnerships, global connectivity and institutional accountability.
2. As a globally recognised researcher identifier, ORCID provides essential infrastructure that enables Massey to operate as a connected, data-informed and internationally engaged university, while improving the visibility, automatic attribution and impact of its research community.
3. Massey University would be the first New Zealand University to mandate ORCID identifiers of its research-active staff and doctoral students.
4. This will assist to maximise the capture of Massey's research outputs included in the new Tertiary Research Excellence Fund (TREF) metrics, and replace the current time-consuming, expensive and ineffective "staff encouragement" mechanisms.

Recommendations

Academic Board are requested to:

- Review the draft ORCID Researcher Identifier Policy.
- Provide advice/comments by 30 October 2026 to Helen Sargent, Senior Research Management Advisor at h.sargent@massey.ac.nz.

Purpose

This paper provides Academic Board with an overview of the draft ORCID Researcher Identifier Policy. The proposed policy would require research-active Massey staff and doctoral research candidates to obtain an ORCID iD and connect it to the University's approved research information management system. The policy has implications for research practice, research information management, attribution, reporting, and research integrity across the University.

Academic Board is invited to provide comment and advice on the proposed Policy. It is anticipated that consultation with relevant stakeholder groups will be completed by 30 October 2026, following which a revised version of the documents, incorporating consultation feedback, will be submitted to ELT for approval.

Executive Summary

ORCID (Open Researcher and Contributor ID) provides researchers with a unique, persistent digital identifier that distinguishes them from other researchers and enables the accurate attribution of research outputs, funding, affiliations, professional activities and other scholarly contributions.

Persistent researcher identifiers have become an increasingly important component of modern research infrastructure. Publishers, research funders, institutions and governments are increasingly relying on ORCID to support trusted exchange of research information and, in many cases, now require ORCID identifiers within research funding, reporting and publishing processes.

Massey University has supported ORCID adoption since joining the New Zealand ORCID Consortium in 2018, now known as the Pacific Regional ORCID Consortium. While voluntary adoption has resulted in substantial uptake across the University, participation has plateaued at approximately 60-70% of research-active staff. This limits the University's ability to fully realise the benefits of an integrated and trusted research information environment.

The proposed Policy establishes ORCID as Massey's primary researcher identifier and support the University's ongoing investment in research information infrastructure, including integrations with Symplectic Elements, NZRIS, TREF and related reporting systems.

Discussion

Following endorsement by the University Research Committee, a new ORCID Researcher Identifier Policy has been developed for consultation. The following key elements are proposed.

1. Introduction of a University-wide ORCID Policy

A new policy is proposed to establish ORCID as Massey University's primary researcher identifier for researcher identification, attribution of research outputs, and institutional research reporting. The policy provides a clear and consistent framework for the University's use of researcher identifiers.

2. Mandatory ORCID Registration for Research-active Staff and Doctoral Candidates

The proposed policy requires all research-active staff and doctoral research candidates to obtain and maintain an ORCID iD for the duration of their employment, appointment or enrolment with Massey University. Research master's, honours and other research-active students are strongly encouraged, but not required, to obtain an ORCID iD.

3. Connection to University Research Information Systems

The policy requires researchers to connect their ORCID iD to Massey's approved research information management system, currently Symplectic Elements, soon to be upgraded to Discovery Module. This will improve researcher attribution, data quality, reporting capability and future integration with institutional systems.

4. Supporting Research Visibility and Attribution

The proposed policy supports researchers by improving the visibility, discoverability and attribution of their scholarly contributions, including publications, datasets, software, grants, professional activities and other research outputs. It also reduces administrative burden through increased automation and reuse of verified information across research systems.

5. Supporting Research Integrity and Trusted Research Information

The policy recognises ORCID as an important component of the global research infrastructure supporting transparency, accountability and research integrity. The use of persistent researcher identifiers helps address challenges relating to identity ambiguity, research attribution and fragmented research records.

6. Researcher Ownership and Privacy Protections

The proposed policy explicitly recognises that ORCID records remain researcher-owned and researcher-controlled. Researchers retain responsibility for managing their privacy settings and permissions, while the University will use ORCID-related information only for legitimate research administration, reporting, compliance and attribution purposes.

7. Responsibilities and Implementation Guidance

A set of associated Guidelines (available on the Research Operations SharePoint site: [ORCID](#)) provide practical guidance on obtaining and maintaining an ORCID iD, connecting to the Pacific Regional ORCID Hub and Symplectic Elements, maintaining accurate records, and managing permissions and privacy settings. Responsibilities for researchers, managers, supervisors and Research Operations are also defined.

8. Alignment with National and International Research Requirements

The proposed Policy supports Massey's alignment with emerging national and international research information requirements, including participation in the Pacific Regional ORCID Consortium, NZRIS and TREF, while strengthening the University's ability to showcase and report on its research activity.

Supporting Document

- [Draft ORCID Researcher Identifier Policy](#)



ACADEMIC COMMITTEE MEETING

Tuesday 1 September 2026 at 1.30 pm

Teams Meeting

MINUTES - PART I

Present: Giselle Byrnes (Chair, from item 2), Jessica Board, Jonathan Elms, Greg Gilbert, Simon Hall (proxy for Ray Geor), Maggie Hartnett, Jean Jacoby (Acting Chair until arrival of the Chair), Alhanis Jacobsen, Claire Matthews, Liz Norman, Kieran O'Donoghue, John Oldroyd, Jenny Poskitt, Peter Rawlins, Rochelle Stewart-Withers, Ina Te Wiata.

1. INTRODUCTION

1.1 Welcome

Jean Jacoby opened the meeting on behalf of the Chair, noting that Giselle Byrnes was delayed in another meeting and would join as soon as possible.

1.2 Apologies

Fiona Coote, Ray Geor (Simon Hall attending as proxy), Jill McCutcheon, Hēmi Whaanga.

1.3. Confirmation of Agenda 1 September 2026

The Part I agenda was confirmed noting document AC26/09/378, *RPL for Graduate Certificates and Graduate Diplomas*, had been withdrawn for further work.

1.4 Confirmation of Minutes – 4 August 2026

AC26/09/372

RESOLVED:

(Agreed)

THAT the minutes of the Academic Committee meeting held on 4 August 2026 [Part I Public] be confirmed as a true and accurate record.

Carried

1.5 Matters Arising

A query was raised regarding the non-attendance of Professor Karen Nelson at the August meeting. It was confirmed that she had been unavoidably delayed and would be attending the October meeting.

1.6 Action List

AC26/09/374

AC26/10/416Rev1

The Committee noted continued progress regarding implementation of programme committees across the Colleges. The item remains active.

2. CHAIR'S REPORT

The Chair reported on the latest Universities New Zealand Education Committee discussions regarding the transition to self-accreditation. The sector expects a self-accreditation framework to be approved by Vice-Chancellors in November 2026, with implementation throughout 2027 and commencement from 1 January 2028. Universities will be required to have their internal programme approval, governance and quality assurance frameworks provisionally approved before July 2027.

The Chair advised that the proposed national framework was being reconsidered, with a shift away from replicating certain parts of the current CUAP framework and towards a model designed specifically for self-accreditation. Workshops involving quality leaders and academic development leaders from across the sector would occur in September and October.

The Committee discussed the need to ensure Te Tiriti o Waitangi remains visible and embedded within future self-accreditation arrangements.

The Committee was advised that Emeritus Professor Karen Nelson would attend the October meeting to discuss the Australian self-accreditation experience.

3. TRANSITION TO SELF-ACCREDITATION

An update on progress to self-accreditation was included in the Chair's report.

4. ACADEMIC DISCUSSION / DECISION

4.1 Recognition of Prior Learning and Massey University Micro-credentials

AC26/09/375

The Committee considered the proposed clarification of recognition of prior learning arrangements for Massey University micro-credentials.

The Committee supported the principle that Massey University micro-credentials may count towards minimum Massey credit requirements within qualifications and that credit into a micro-credential should remain limited to two-thirds of the credit value. A minor typographical correction was noted.

RESOLVED:

(Agreed)

THAT Academic Committee approve:

1. The principle that Massey University micro-credentials may count towards minimum Massey credit requirements for qualifications.
2. The proposed amendment to Regulation 54.
3. The proposed amendment to Regulation 56.

Carried

4.2 University Approach to Replacement Examinations

AC26/09/376

AC26/10/416Rev1

Members agreed that use of the same examination paper for replacement assessments was not appropriate and that equivalent, rather than identical, assessments should be used. It was noted that this would be important in the context of self-accreditation.

There were differing views regarding whether the current 'no questions asked' approach to replacement examinations should continue, with some members arguing that it was accepted practice across the sector to only offer replacement exams where there were legitimate reasons for non-attendance, whereas others noted the administrative burden of managing this and encouraged consideration of the broader implications of moving to a different model, including impacts on academic policy and student behaviour.

The Committee agreed that further work was required to examine options and develop a consistent university-wide approach to replacement examinations for missed assessments and opportunities to re-sit failed assessments.

A small working group was established comprising Jean Jacoby, Liz Norman, Elizabeth Gray (nominated), Kieran O'Donoghue and Alhanis Jacobsen.

RESOLVED:

(Agreed)

THAT Academic Committee

1. Does not support continued use of the original examination paper for replacement examinations.
2. Further work be undertaken regarding replacement examination eligibility criteria and operational arrangements.
3. A working group be established to develop recommendations for a consistent University approach.

Carried

4.3 RPL for Graduate Certificates and Graduate Diplomas

AC26/09/378

Withdrawn.

4.4 Two-lane Assessment Nomenclature and Future Use of AI Use Statements

AC26/09/379

The Committee considered Learning and Teaching Committee advice regarding the nomenclature of the two-lane assessment framework.

Discussion focused particularly on the term *Secure Assessment Lane*, with some members preferring terminology aligned with the University's Verified Assessment Policy. The Committee noted the sector scan undertaken by LTC, which found 'Secure Assessment' to be the most widely used terminology nationally and internationally, including across Australia where the two-lane model originated. Universities using alternative terminology generally used terms such as 'controlled assessment' or 'high-security assessment', rather than 'verified assessment'.

Members agreed that communication accompanying implementation should explicitly reference verification and ensure alignment with existing policy terminology.

RESOLVED:

(Agreed)

THAT Academic Committee:

1. Endorse the use of the terms *Secure Assessment Lane* and *Open Assessment Lane*.
2. Endorse LTC advice that AI Use Statements should not be universally required and may be determined at course or programme level.

AC26/10/416Rev1

3. **Request that implementation communications clearly explain the verification aspects of secure assessment and align terminology with the Verified Assessment Policy.**

Carried

5. STANDING ITEMS

5.1 Learning and Teaching Committee

Maggie Hartnett advised that LTC would shortly engage with planning for the University's 2027 centenary celebrations, including consideration of how teaching excellence may be showcased.

5.2 Curriculum Transformation Update

Jean Jacoby advised that implementation work arising from the Curriculum Framework is largely complete. The first full cycle of course health checks is underway and work will begin on programme health checks. The Committee agreed that the item should remain on the agenda as a placeholder pending future strategy-related curriculum transformation activity.

6. COLLEGE OF HUMANITIES AND SOCIAL SCIENCES

6.1 Non-CUAP Specialisation Amendment

Education in the Postgraduate Diploma in Arts
Adding Graduate Attributes

AC26/09/380

RESOLVED:

(Agreed)

THAT the Academic Committee approve document AC26/09/380.

Carried

★ 6.2 New Micro-credentials

Spanish Language at Work
Latin Music

AC26/09/382

AC26/09/383

Documents AC26/09/382 – 383 were noted.

★ 6.3 **Summary of Minor Regulatory Changes – August 2026**

AC26/09/384

Document AC26/09/384 was noted.

7. COLLEGE OF SCIENCES

★ 7.1 New Micro-credentials

Memo regarding title changes
Introduction to Sustainable Nutrient Management
Agribusiness in New Zealand
Management of Agriculture and Horticulture Plants
Monogastric Animal Production
Plant Science, Biology and Physiology
Ruminant Animal Production
Science Partnerships with Te Ao Māori

AC26/09/385

AC26/09/386

AC26/09/387

AC26/09/388

AC26/09/389

AC26/09/390

AC26/09/391

AC26/09/392

Documents AC26/09/385–392 were noted.

AC26/10/416Rev1

★ **7.2 Summary of Minor Regulatory Changes – August 2026**

AC26/09/393

Document AC26/09/393 was noted.

8. MASSEY BUSINESS SCHOOL / COLLEGE OF BUSINESS**8.1 Transfer of Master of Supply Chain Management and Re-open to New Enrolments AC26/09/377**

The Committee considered the proposal to transfer the Master of Supply Chain Management, Postgraduate Diploma in Supply Chain Management and Graduate Diploma in Logistics and Supply Chain Management from the College of Sciences to Massey Business School.

Members noted that the qualification had previously been hosted by the College of Sciences and closed following organisational changes. It was confirmed that the College of Sciences had formally endorsed the transfer.

The Committee noted that a qualification review was planned and that amendments to the programme structure and schedule would be considered separately in due course.

Document AC26/09/377 was noted.

★ **8.2 Summary of Minor Regulatory Changes – August 2026**

AC26/09/394

Document AC26/09/3794 was noted.

9. COLLEGE OF HEALTH**9.1 Bachelor of Social Work Changes - Memo**

AC26/09/395

9.2 CUAP Qualification Amendment

AC26/09/396

Bachelor of Social Work

- *Change structure from a 4-year 480-credit degree to 3-year 360-credit degree*
- *Regulation change to reflect 3-year, 3-part degree*
- *Change to schedule – introduction of new courses and amendments to other courses*
- *Change to curriculum mapping with the University Graduate Attributes*

The Committee considered the proposal to revise the Bachelor of Social Work from a four-year 480-credit degree to a three-year 360-credit degree, together with associated qualification amendments and new courses. Members were reminded that the proposal had been discussed in principle at the previous meeting and that the current papers provided the detailed qualification and course documentation required for approval.

The Committee noted that the proposal was a response to changes in the external environment, including revised Social Workers Registration Board standards and changes in tertiary funding settings. Members acknowledged the challenge of redesigning a long-established professional qualification while ensuring graduates continue to meet registration requirements and professional standards.

The proposal received strong support from the Committee. Discussion highlighted the considerable work that had gone into redesigning the qualification while retaining its distinctive focus on integrated practice, Te Tiriti o Waitangi, community development, sustainability, social justice and professional competence.

AC26/10/416Rev1

Members commented positively on the way the revised curriculum had preserved the core identity and values of the programme while adapting to the new regulatory environment.

The Committee also noted that amendments had been made in response to feedback received through institutional review processes and that publication notes and qualification regulations had been updated accordingly.

The Committee commended the quality of the proposal and acknowledged the significant effort involved in redesigning the qualification, developing the six new courses and planning transition arrangements for current students. Members expressed confidence that the revised programme would continue to prepare graduates effectively for professional practice and registration.

RESOLVED:

(Agreed)

THAT the Academic Committee approve document AC26/09/396 and forward it to Academic Board for approval and then to CUAP for approval.

Carried

9.3 New Courses

179241 A Relational Framework for Integrated Practice	AC26/09/397
179260 Social Work Practice Development	AC26/09/398
179321 Wellbeing and Sustainable Development in Communities	AC26/09/399
179350 Authentic Integrated Social and Community Work Theory and Practice	AC26/09/400
179351 An Evidence-informed Inquiry for Social Change	AC26/09/401
179360 Developing Competence in Social Work Practice	AC26/09/402

RESOLVED:

(Agreed)

THAT the Academic Committee approve documents AC26/09/397 - 402.

Carried

- ★ 9.4 Summary of Minor Regulatory Changes – August 2026 AC26/09/403

Document AC26/09/403 was noted

10. MASSEY UNIVERSITY COLLEGE

- ★ 10.1 New Micro-credential
Analytical Foundations for Postgraduate Study AC26/09/404

Document AC26/09/404 was noted

11. OTHER BUSINESS

Following completion of the College items, the Committee received an update on the work commissioned regarding consistency in the use and meaning of Māori terminology across University academic documentation and processes. Members were advised that development work was progressing with support from the Māori Professoriate and that consultation drafts would be circulated to the Committee in due course. The importance of consistent terminology was highlighted in the context of future self-accreditation requirements. The Committee welcomed the update and noted the value of the work for both academic quality and institutional consistency.

12. MOVING INTO PART II

EXCLUSION OF THE PUBLIC

THE CHAIRPERSON MOVED THAT THE PRESS AND PUBLIC BE EXCLUDED FROM THE MEETING SO THAT FOR THE UNDERNOTED REASONS THE FOLLOWING MATTERS MAY BE DISCUSSED WITHOUT PUBLIC DISCLOSURE; THE COMMITTEE BEING SATISFIED, WHERE APPROPRIATE, THAT THERE ARE CONSIDERATIONS WHICH OUTWEIGH THE PUBLIC INTEREST OF DISCLOSURE.

Reference: Section 48 (1) of the Local Government Official Information and Meetings Act 1987.

Subject	Reason for Proposed Exclusion
<u>Item 1:</u> <u>Minutes of the meeting held 4 August 2026</u>	To prevent the disclosure or use of official information for improper gain or improper advantage (Reference s7(2)(a) or s7(2)(j).
<u>Item 2: Graduating Year Reviews</u>	To prevent the disclosure or use of official information for improper gain or improper advantage (Reference s7(2)(a) or s7(2)(j).



University Research Committee
Minutes of the University Research Committee meeting held on Thursday 25 June 2026
 at 2:30 p.m. via TEAMS

MINUTES – Part I [Public]

URC Members PRESENT: Tracy Riley (Acting Chair), Viv Smith, David Brougham, Bill Fish, Oli Wilson, Leigh Signal, Christine Kenney, Linda Palmer, Tasa Havea, Nicky Stanley-Clarke, Angelique Reweti, Megan Young, Courtney Hayward, Dilakshan Sivakumaran and Anish Khanal.

Others in attendance: Marise Murrie, Anita Muthukaruppan and Helen Sargent.

NOTE: There was a Part II at the June 2026 URC Meeting. Those minutes are confidential and recorded separately.

The June meeting opened with a Karakia from Linda Palmer.

1. APOLOGIES AND WELCOME

Apologies: Giselle Byrnes and John Munday

Welcome: Prof. Gert Lube (John's alternate), Assoc. Prof. Rodney Adank and Dr Daina Grant

2. CONFIRMATION OF PART I MINUTES OF MEETING HELD 28 MAY 2026 (URC 26-063)

[Carried by all in attendance]

The minutes of the 28 May 2026 Part I meeting were confirmed as a true and accurate record.

3. ACTION ITEMS AND MATTERS ARISING

3.1 Update: Health NZ, CMDT / Medtech-iQ Aotearoa (Assoc. Prof Rodney Adank) Verbal

- Transition from DHBs to Health NZ (HNZ) has disrupted existing research contracts; many legacy agreements lack clear legal standing.
- HNZ is centralising contracting and separating clinical vs non-clinical agreements, though processes are still evolving.
- Early engagement with Research Operations, Enterprise, and Legal is essential, particularly for contracts, IP, and commercialisation.
- Delays and unclear processes have been reflected in HNZ's developing capability.

Member Discussion

- Issues affect all Colleges (not just MedTech), including health systems and workforce research.
- Lack of a perceived central Massey coordination mechanism has led to fragmented approaches.
- Key considerations:
 - Te Ao Māori and iwi/community interests in IP and commercialisation

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- Increased need for transdisciplinary coordination
- **Key takeaway:** Increasing complexity requires early engagement with Legal Services and other parts of Research Operations, Enterprise, along with careful planning, and stronger institutional coordination.

3.2 URC Planning Day (21 July 2026)

- **Focus:** next phase of the Massey research strategy aligned with the new University Strategy.
- **Key themes:** funding prioritisation, national alignment, institutional positioning and capability.
- **Members encouraged** to attend, provide agenda input, and prepare for strategic (not incremental) discussions.

3.3 Actions Update – Kitmap paper specifically

- Feedback from SLT indicated support for focusing on nationally significant, high-value research infrastructure and recognition that Maximo should be used as the platform for a central equipment register.
- However, a few issues remain unclear and will be followed up with Giselle, including:
 - Governance ownership (e.g., Estates vs Research Operations)
 - Resourcing and training requirements

3.4 URC Paper Cover Page and Paper templates refreshed (Items for noting: 26-073 and 26-074)

- Members were reminded of new URC cover page and paper templates, intended to improve consistency and clarity of submissions.
- Use of templates is encouraged, with support available from Helen where needed.

4. STRATEGIC DISCUSSIONS

4.1 Massey Strategy on a page

- The draft Strategy on a Page is open for extended consultation (including staff, students, and alumni). Feedback is primarily being collected individually, though members noted the option to provide collective input via a central email process.

Overall sentiment:

- Generally positive, clear, and accessible document with a growth-oriented tone.
- Considered aspirational, but lacking sufficient emphasis on the role and importance of research, particularly in relation to rankings and institutional positioning.
- Members noted that similar feedback has already been provided through individual submissions.
- Tight timelines for finalisation (linked to TEC expectations in July) were acknowledged.

4.2 Research Plan Update

- Emphasis placed on the importance of the upcoming URC Planning Day to inform the next phase of the research plan.
- Pre-reading and preparatory materials will be circulated.
- Members were encouraged to attend and engage, as discussions will be substantive and forward-looking.

4.3 Other strategic topics

TREF / Transition Research Fund (TRF) and Consultation Processes

- New Ministry of Education/TEC consultation (TREF design) is highly technical and focused on detailed components rather than overall model design.
- Members invited to contribute, noting the specialised and complex nature of input required.
- Key areas include commercialisation, policy impact, research degree completions, implementation risks, and transition from PBRF.
- Internal coordination of responses will be led by Helen, with institutional submission sign-off.

Communication and Sector Changes

- Members raised concern about the complexity and volume of sector changes (e.g., TRF, TREF, funding models) and the limited understanding across wider academic staff.
- Need identified for clearer, coordinated communication and capability-building across the University.
- It was acknowledged that:
 - Communication planning is still evolving.
 - Some changes will be phased over several years, allowing time for adjustment.
 - This will be an important discussion point for the Planning Day.

General Observation

- The current research and funding landscape is highly dynamic and challenging.
- Strategic clarity, prioritisation, and effective communication will be critical moving forward.

5. RESEARCH OPERATIONS MONTHLY REPORT (May -26)

(URC 26-064)

Presenter: Viv Smith. The paper was taken as read.

[Noted]

Key points included:

Funding and Applications

- High demand for funding persists, but system barriers and sector changes are reducing participation in some schemes (e.g., Marsden).

Research Activity

- Significant decline (~50%) in new externally funded projects, reflecting sector pressures.
- Researchers increasingly seeking alternative funding sources.

Legal and Contracts

- Reduced legal capacity across the sector causing delays and more rigid contract terms.
- Early engagement of researchers with Legal Services is critical.

TREF

- Current model and weightings remain indicative and under development.

Overall

- Environment remains constrained and uncertain, requiring adaptation and proactive planning.

6. GRADUATE RESEARCH SCHOOL & ETHICS MONTHLY REPORT (May-26)

(URC 26-065)

Presenter: Tracy Riley. The paper was taken as read.

[Noted]

Key points included:

Ethics

- Strong performance of the Ethics team, supporting high research activity.
- Planning underway to set future direction.
- Positive feedback on processes, particularly for postgraduate and low-risk applications.

International Doctoral Fees

- Current domestic fee status remains, but under government review (decision expected ~mid-2027; possible change from 2028).
- \$200k funding reduction from 2027 considered manageable.
- Sector-wide coordination underway; “business as usual” approach maintained.

Scholarships and Enrolments

- High reliance on international doctoral students (>80%) creates future risk.
- Short delay to 2027 scholarship round; broader redesign likely required post-2027.

Key Risk

- Potential removal of domestic status would reduce funding and require major adjustments to fees, scholarships, and enrolment strategy.

Overall

- High uncertainty; monitoring and strategic planning in progress.

7. ITEMS FOR DISCUSSION AND APPROVAL**7.1 Across-College items (plus Ethics and the Library) (verbal)**

- **COHSS** – Bill Fish noted no significant updates; monitoring developments and awaiting further clarity.
- **MBS** – David Brougham described MBS as advancing their college identity and research visibility through branding and impact storytelling initiatives. MBS will be trialling digital/AI-enabled tools to present research outputs and impact (early-stage prototypes).
- **COS** – Gert Lube noted COS was actively interpreting implications of TREF and the research strategy, and preparing to guide research groups once greater clarity is available. Positive engagement with recent QS-representatives visiting the Turitea campus; activities included a Vet School tour.
- **COCA** - Oli Wilson noted that a CoCA report was submitted late and therefore not included in the minutes; a full item is planned for the August meeting. Current environment described as challenging. An interdisciplinary, cross-college catalyst proposal has been submitted (pending outcome).
- **COH** - Leigh Signal discussed that COH is focused on improving internal communication pathways. They are developing centralised channels (e.g., website) to help staff navigate complex research changes.

7.2 AI Expert Working Group Update (by David Brougham) (verbal)

- David Brougham shared that an initial meeting is scheduled shortly; no substantive updates yet.

**7.3 Transition Research Fund and triage approach (26-066)
(by Daina Grant; seeking in-principal approval)**

Outcome from this meeting: Agreement in principle to proceed with proposed triage approach was provided. Daina and Kathryn will follow-up with all colleges early next week with supporting material to the URC Paper 26-066 that will outline the new Transition Research Fund and the triage process. Colleges will have until Friday 10 July to provide any critical feedback on the proposed processes, that will be collated by Daina and Kathryn.

Transition Research Fund (TRF)

- The new Transition Research Fund (TRF) replaces previous MBIE Endeavour Smart Ideas and Programmes, as well as the Marsden Standard Grants and Fast-Starts.
- It is a new funding mechanism focused on research impact, translation and alignment with Government science priorities.

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- Assessment details are still being developed, with funding calls and templates due in August and MBIE roadshows in September.

Funding Mechanisms

- Transition Research Funding Programmes are the closest equivalent to Endeavour Programmes, with a quota of 7 applications, funding of approximately \$10–11M over 5 years, registration in December, and full applications due in March 2027.
- TRF Projects have a quota of 14 applications, provide up to \$1.5M over 3 years, and are assessed equally on impact, science excellence and team excellence. Registration is due in March 2027. Full applications are due in April.
- TRF Talent Development Awards have a quota of 6 applications, provide up to \$500k over 2 years, and are restricted to the Technology pillar only in 2027. They are open to both early-career and established researchers seeking to pivot into technology-focused research. Registration is December and applications are due in February 2027.

Proposed Internal Triage Process

- For Programmes, the proposed triage process is outlined in the URC Paper, that involves an internal EOI and triage in August to identify the strongest applications early and allow sufficient development time before submission.
- For Projects and Talent Development Awards, a combined internal process is proposed using the existing Smart Ideas model (Refer to previously approved URC Paper 25-028).
- EOIs will be sought in July for Programmes and September for Projects/Talent Development. The triage process will be in August for Programmes and October for Projects/Talent Development, with proposals assessed and categorised into outstanding, non-competitive, or fundable applications. Fundable applications would be prioritised through a panel and Q&A session for Programmes and a ballot process, with separate quotas maintained, for Projects and Talent Development Awards.

Main Discussion Points

- Members agreed that the introduction of TRF quotas is a significant change and will require clear communication with researchers.
- There was concern about agreeing to the proposed triage processes without wider consultation; however, the group acknowledged there is insufficient time to wait for normal college committee cycles.
- It was emphasised that the quotas are externally imposed by MBIE and therefore Massey must have an internal triage process to determine which applications can be submitted.
- Discussion highlighted that Massey's quotas are relatively low compared with some other universities, reflecting recent funding performance and application volumes, particularly in Marsden schemes.
- There was strong agreement that the selection process should identify and prioritise the strongest proposals to maximise future funding success and potentially improve quota allocations in future rounds.
- Questions were raised about fairness and transparency. Daina explained that the proposed Talent/Projects process includes panel review to identify exceptional proposals before any ballot is used, rather than relying solely on random selection.
- Concerns were also raised about researchers potentially submitting similar proposals through multiple institutions. Existing EOI questions and panel review processes are intended to help identify and manage this risk.

Actions Agreed

- In-principle approval was given to proceed with the proposed triage approach and timelines.
- Programmes will use the proposed triage process outlined in URC Paper 26-066.
- Projects and Talent Development Awards will be triaged together using the previously approved Smart Ideas process (URC Paper 25-028).

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- The Projects/Talent Development process will involve:
 - Individual assessments.
 - Panel review.
 - Identification of outstanding proposals that automatically progress.
 - Removal of clearly non-competitive proposals.
 - Ballot-based selection only among the remaining fundable proposals where distinctions are difficult to make.
- Daina and Kathryn will prepare and circulate:
 - Updated TRF timelines.
 - Details of the proposed triage processes.
 - Slides and information from the MBIE Q&A session.
- Information will be circulated to all colleges (not just one research committee) to ensure consistent communication.
- Colleges will have until Friday 10 July to provide any critical feedback on the proposed processes.
- Feedback will be collated by Daina and Kathryn.
- The focus of any feedback should be on the operation of the assessment panels and triage process, rather than on the existence of quotas themselves, as these are imposed externally.
- Researchers should be advised that the new funding environment is now largely set, and preparation for the upcoming internal EOI and triage rounds should begin as soon as information is released.

8. ITEMS FOR NOTING (*taken as read, with no discussion by the author requested)

1)	*Academic Committee Minutes; May-26; Confirmed	26-067
2)	*MBS Research Committee (RC) Minutes; Apr-26; Confirmed	26-068
3)	*COH RC Meeting Minutes; May-26; Confirmed	26-069
4)	*COS RC Minutes; May-26; Confirmed	26-070
5)	International Research Rankings Update Report; June-26 (Anita to Update)	26-071
6)	*The Conversation research engagement report; May-26	26-072
7)	URC Cover Page template (Blank)	26-073
8)	URC Paper template (Blank)	26-074

8.5 University Rankings Update (additional commentary by Anita)

- **QS World University Rankings:** Massey University has risen 15 places to 215th globally in the latest QS World University Rankings. Anita Muthukaruppan thanked staff across the University for their contributions to this achievement.
- **Times Higher Education (THE) Impact Rankings:** Massey ranked in the top 100 globally and achieved joint first in New Zealand for its contribution to the UN Sustainable Development Goals (SDGs). The University improved its performance in 11 of the 17 SDGs. Success reflects contributions across research, teaching, outreach, leadership, and the efforts of staff and students across the University.
- **Acknowledgements:** Anita's leadership was acknowledged, along with the work of the Rankings Advisory Group, and the contributions of colleges and staff. It was noted that Massey's improved rankings have been recognised externally, with the University closing the gap on Auckland and Otago and strengthening its position relative to other New Zealand universities. Members were encouraged to promote the University's achievements through professional networks such as LinkedIn.

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9. GENERAL BUSINESS

- Members were reminded that the next meeting on 21 July will be an in-person planning day.
- Helen Sargent will provide further information and logistical details.

Part I of the 25 June URC Meeting closed at 4.10pm

10. MOVING INTO PART II

Part II of the 25 June 2026 URC Meeting, with only URC Members present, ran for 13 minutes, resulting in the June URC meeting closing at approximately 4.25 pm. Refer to separate confidential minutes for that portion of the meeting.

The June URC meeting was formally closed with a Karakia from Linda Palmer.

THE NEXT MEETING WILL BE THE IN-PERSON URC PLANNING DAY HELD FROM 10.00AM TO 4.30PM ON TUESDAY 21 JULY 2026.

ACTION POINTS

Number	Requested by	Item	Responsible for Action	Due Date
3.2	URC Members	Email URC members to seek agenda items for the 21 July Planning Day and provide a short turnaround time for responses.	Helen Sargent	Completed
3.2	Helen Sargent	Collate URC Planning Day agenda suggestions to inform Giselle.	Helen Sargent	Before 21 July 2026
3.2	Christine Kenney	Raise with Giselle the request for both Christine Kenney and alternate representative John Procter to attend the Planning Day.	Helen Sargent	Completed
3.2	Helen Sargent	Follow up unresolved Kit Map questions with Viv/Giselle.	Helen Sargent	As soon as possible
3.3	Helen Sargent	Follow up with Giselle seeking clarity re: Kitmap SLT outcomes	Viv Smith	Completed
4.3	TEC/TREF consultation process	Compile feedback on the TREF/Fund Determination consultation and prepare a consolidated university response for Giselle's sign-off.	Helen Sargent	Before 13 July and 17 July due dates.
7.3	William Fish	Provide MBIE/TRF presentation material and timelines to RDs to support consultation with colleges.	Daina Grant and Kathryn Lawrence	Completed
7.3	URC discussion	Collate college feedback on the proposed TRF triage processes.	Daina Grant and Kathryn Lawrence	As soon as possible after 10 July.
9.	David Brougham	Share MBS's research impact tools and examples at a future URC meeting.	David Brougham	Next URC meeting (August indicated)



University Research Committee
Minutes of the University Research Committee meeting held on Thursday 27 August 2026
 at 2:30 p.m. via TEAMS

MINUTES – Part I [Public]

URC Members PRESENT: Tracy Riley (Acting Chair), Viv Smith, David Brougham, Bill Fish, Leigh Signal, Tasa Havea, Nicky Stanley-Clarke, Angelique Reweti, Megan Young, and Anish Khanal.

Others in attendance: Marise Murrie, Anita Muthukaruppan and Helen Sargent.

NOTE: There was a Part II at the August 2026 URC Meeting. Those minutes are confidential and recorded separately.

The August meeting opened with a Karakia from Tracy Riley.

1. APOLOGIES AND WELCOME

Apologies: Giselle Byrnes, Oli Wilson, John Munday, Christine Kenney, Linda Palmer, Dilakshan Sivakumaran, Courtney Hayward,

Welcome: Alison Wallbutton (Linda's alternate)

2. CONFIRMATION OF PART I MINUTES OF MEETING HELD 25 June 2026

(URC 26-087)

[Carried by all in attendance]

The minutes of the 25 June 2026 Part I meeting were confirmed as a true and accurate record.

3. ACTION ITEMS AND MATTERS ARISING

3.1 Action Item: Kitmap (addressed by Helen)

- The FoodPilot team has now uploaded content to Kitmap, providing a strong example of the platform's capability. Contributions are still pending from CoCA. Helen to still follow up with Estates Management. Meeting now booked by Helen with Murray Adams on 7 September.

4. STRATEGIC DISCUSSIONS

4.1 Massey University Strategy and Process for Change Discussion (addressed by all URC Members)

- Members generally welcomed the University's growth-focused strategic direction while acknowledging significant uncertainty across the research environment.
- Concerns were raised that the detailed strategy document was released on the same day feedback on the Pfc was due, limiting meaningful consideration of the broader strategic context.
- Some members felt the strategy placed greater emphasis on science, agriculture, veterinary

science and commercialisation, with less visibility given to humanities, social sciences, creative arts and student-focused research.

- Members emphasised the importance of ensuring all research disciplines can clearly identify their place within Massey's future strategic direction.
- The PfC was recognised as a major source of uncertainty, making it difficult to progress work arising from the URC Planning Day, including future research strategy development and mission-led research initiatives.
- Members noted that many strategic decisions remain dependent on greater clarity regarding future organisational structures and priorities.
- Discussion highlighted the cumulative impact of several concurrent developments, including the PfC, TREF design, TRF reforms, pillar investment planning and wider government research funding changes.
- These overlapping changes were acknowledged as creating significant workload pressures across the research community.
- Despite current challenges, members remained supportive of progressing a future-focused, mission-led research strategy once organisational and sector settings become clearer.

Key takeaway: While uncertainty remains high, the URC's recent planning work provides a strong foundation for future strategic development and adaptation.

Action: Share the URC's discussion and feedback on the University Strategy and Process for Change with Academic Board in advance of its meeting on Wednesday 2 September. (Chair Approved)

4.2 New Draft Research Plan (addressed by Viv)

- Te Pou Rangahau (2024-2027) remains the current research strategy and reporting framework, which means we continue to report to its goals and objectives according to the current timeframes.
- Development of a successor research plan remains a priority.
- Alignment work is now required between the emerging research plan and the newly released University Strategy.
- The Vice-Chancellor has indicated an expectation that a revised research strategy or plan will be presented during Q4 2026.
- Timing and process remain subject to the outcomes of the Proposal for Change and other competing priorities.

Overall: Members acknowledged both the opportunities and uncertainties associated with the new strategy environment.

ACTION: Amend the straw-person version of the Research Plan that was presented at the URC Planning Day to reflect the new Massey Strategy, for future discussion through the URC.

4.3 URC Planning Day Follow-up ahead of broader discussion scheduled for Part II (addressed by Viv)

Key points

- Significant momentum had been created through discussions at the July URC Planning Day.

URC 26-104

- Progress on several initiatives has since been complicated by ongoing organisational changes and external funding developments.

Transition Research Fund (TRF) Update

Members were advised that:

- MBIE has just announced that all 2027 TRF applications will need to align with forthcoming Pillar Investment Plans, (MBIE email at 1.22pm on 27 Aug) despite the fact that the Pillar Investment Plans have not yet been released.
- Researchers will need time to review the Pillar Investment Plans before progressing proposals.

ACTION: Prepare and circulate communication to researchers regarding the revised TRF process following MBIE's Pillar Investment Plan announcement on 27 Aug.

ACTION: A revised internal TRF programme triage process and timelines will be shared with Massey staff following release of new MBIE guidance.

Members noted:

- The significant uncertainty currently affecting the national research funding environment.
- The impact this uncertainty is having on planning activities and researcher confidence.
- The importance of clear communication while further details remain unknown.

5. RESEARCH OPERATIONS MONTHLY REPORT (June and July-26)

(URC 26-088)

Presenter: Viv Smith. The paper was taken as read.

[Noted]

Key points included:

Research Income

- Research income trends continue to decline relative to previous years.
- Current cumulative research income is now tracking at the lowest level observed across recent comparable reporting periods.
- Reduced success rates and a more challenging external funding environment continue to impact research activity.

Funding Environment

- Researchers are increasingly pursuing non-traditional funding opportunities, including international and philanthropic sources.
- Competition remains strong across available funding mechanisms.

Government Policy Changes

Several government-led initiatives remain under development, including:

- Research Funding New Zealand implementation activity.
- International research strategy development.
- Review of the Centres of Research Excellence (CoREs) policy framework.
- Ongoing TREF and TRF developments.

Research Development Support

Discussion clarified that:

- Research Operations continues to support applications to a broad range of national and international funding schemes.
- Support is determined by available capability and capacity rather than a predefined list of approved funds.
- Early engagement with Research Operations remains critical.

Mission-led Research

A wide-ranging discussion occurred regarding the implications of mission-led research. Key themes included:

- Greater emphasis on identifying and responding to externally defined challenges and opportunities.
- Increased collaboration and facilitation across disciplines.
- Stronger engagement with end-users, funders, government and industry.
- The need for improved institutional intelligence, coordination and visibility of research capability.
- Recognition that implementation approaches are still evolving nationally and institutionally.

Overall: Members recognised that significant cultural, organisational and funding changes are likely to occur over coming years.

6. **GRADUATE RESEARCH SCHOOL & ETHICS MONTHLY REPORT (June and July-26)** (URC 26-089)
Presenter: Tracy Riley. The paper was taken as read. [Noted]

Key points included**Scholarships**

- Eighteen China Scholarship Council doctoral scholars have been awarded funding in 2026.
- Doctoral Conference Grants continue to support student participation in national and international conferences.
- Applications for doctoral scholarships remain open.

Researcher Development

- Learning and development activities continue to be well supported.
- A new PhD Whānau Network has been established to support doctoral candidates balancing research with family responsibilities.

Human Ethics

- The Human Ethics Stream site continues to experience strong uptake and positive feedback.
- Improved application quality has been observed since its introduction.
- Members acknowledged the work undertaken by Jordon Houston and the Human Ethics team.

International Doctoral Students

- No additional information has been received regarding the Government review of domestic fee status for international doctoral students.

- Current settings remain unchanged, with normal recruitment and scholarship processes continuing.

Staffing

Members welcomed:

- Rukshagini Sutharsan, temporary appointment within the Scholarships Team, and
- Max Yuen, who has recently joined the Graduate Research School Scholarships Team.

Acknowledgements

Members formally acknowledged the contributions of:

- Heather Galbraith (College of Creative Arts representative on DRC).
- Sarah Leberman (Massey Business School representative on DRC).

Both will conclude their roles later in 2026.

7. ITEMS FOR DISCUSSION AND APPROVAL

7.1 Across-College items (plus Ethics and the Library) (verbal)

- **COHSS** – Bill Fish reported that a new research interchange initiative is being trialled on the Wellington campus between COHSS and CoCA. The initiative aims to increase visibility of research activity and encourage interdisciplinary engagement. Bill also advised that recruitment of a new Research Director is underway, and he expects to step down from the role in coming months.
- **MBS** – David Brougham reported that work is underway to document research-related systems, processes and institutional knowledge. Efforts aim to improve continuity and resilience during periods of staffing change.
- **COH** – Leigh Signal reported that significant effort is currently focused on supporting staff understanding of TREF developments. Researchers are actively seeking guidance on potential implications and preparation activities.
- **COS and COCA** Research Directors were apologies for this meeting, and their alternates were not available to attend.

7.2 AI Expert Working Group Update (by David Brougham) (verbal)

- David Brougham reported that the Expert Working Group has reviewed and provided feedback on a draft institutional document. No substantive decisions have yet been released. Further updates will be provided once that group's work progresses.

7.3 Draft ORCID Researcher Identifier Policy and Guidelines (26-090) (by Viv Smith and Helen Sargent; sought URC endorsement to recommend this policy to the Provost, to commence University consultation)

Purpose

- Members considered a draft policy proposing mandatory ORCID registration for Massey research-active staff and doctoral candidates.

Rationale

Members were advised that:

- ORCID identifiers are increasingly required by journals and major funders.
- ORCID uptake at Massey remains below sector averages.
- ORCID adoption will strengthen future TREF preparedness.

URC 26-104

- Improved linkage between researchers, publications and institutional reporting systems is becoming increasingly important.

Discussion

- Members were generally supportive of introducing a mandatory ORCID requirement for research-active staff and doctoral candidates.
- Concerns were raised about the potential administrative burden on staff and the perception that researchers may be required to maintain duplicate information across ORCID, Symplectic Elements and other systems.
- Members requested clearer wording to explain that future system integration is intended to reduce duplication and automate much of the data transfer between platforms.
- There was support for ensuring the policy emphasises streamlined workflows rather than creating additional compliance requirements.
- Members sought greater clarity regarding expectations for master's students, noting that the draft policy referred to them as "potentially" in scope.
- It was suggested that doctoral students should be mandatory participants, while master's and other postgraduate research students could be encouraged rather than required to obtain an ORCID identifier.
- Members discussed whether colleges could receive lists of staff without ORCID identifiers to support local follow-up and encourage uptake.
- Discussion confirmed that ORCID now supports creative practice and non-traditional research outputs, and therefore applies equally across all disciplines, including creative arts.
- Members agreed that researchers will continue to have responsibility for verifying the accuracy of information held within their ORCID record, even as system integration improves.

Outcome

- URC expressed broad support for the intent of the policy and guidelines and endorsed it to progress to Giselle for the next phase of university consultation.

ACTION: URC Feedback will be incorporated into the documents, and the revised policy and guidelines to progress to Giselle for consideration and onward approval and consultation.

8. ITEMS FOR NOTING (*taken as read, with no discussion by the author requested)

1)	*Academic Committee Minutes; June & July-26; Confirmed	26-091
2)	*MBS Research Committee (RC) Minutes; May & Jun-26; Confirmed	26-092
3)	*COHSS RC Meeting Minutes; Apr & May-26; Confirmed	26-093
4)	*COH RC Minutes; June & July-26; Confirmed	26-094
5)	*COCA Annual Report 2025; Confirmed	26-095
6)	*COS RC Minutes; June & July-26; Confirmed	26-096
7)	*MU Human Ethics Committees 2025 Annual Report	26-097
8)	*International Research Rankings Update Report; June & July-26	26-098
9)	*Doctoral Research Committee Minutes; June 2026; Confirmed	26-099
10)	*The Conversation research engagement report; June & July 2026	26-100

9. GENERAL BUSINESS

Members acknowledged:

- The significant volume of internal and external change currently affecting the research sector.
- The uncertainty associated with funding reform, TREF implementation, institutional restructuring and emerging strategic priorities.
- The ongoing efforts of Research Operations and Graduate Research School staff in supporting researchers through these changes.

Part I of the 27 August 2026 URC Meeting ended at approximately 3.49pm.

10. MOVED INTO PART II

Part II of the 27 August 2026 URC Meeting, with only URC Members present, ran for 13 minutes in total, resulting in the meeting closing at approximately 4.02 pm. Refer to separate confidential minutes for that portion of the meeting.

The August URC meeting was formally closed with a Karakia from Tracy Riley.

The next URC Meeting will be an ordinary meeting held at 2.30pm on Tuesday 22 September, 2026.

NEW ACTION POINTS FROM 27 AUGUST 2026 MEETING

Number	Requested by	Item	Responsible for Action	Due Date
7.4 (URC 26-007)	Helen	Escalate URC recommendations from 26-007 (MU's Contribution to Kitmap) on a central equipment register and owner/user delineation to Estates; return to URC with proposed governance and resourcing options.	Helen	ASAP (Not completed)
4.1	Giselle	Share the URC's discussion and feedback on the University Strategy and Process for Change with Academic Board in advance of its meeting on Wednesday 2 September. (Chair Approved)	Giselle	Ahead of 2 September Academic Board Meeting (Completed)
4.2	Viv	Amend the straw-person version of the Research Plan that was presented at the URC Planning Day to reflect the new Massey Strategy, for future discussion through the URC.	Helen	Ahead of the September URC Meeting
4.3	Viv	1) Prepare and circulate communication to researchers regarding the revised TRF process following MBIE's Pillar Investment Plan announcement	Daina	ASAP

URC 26-104

		2) Revise internal TRF programme triage process and timelines following release of new MBIE guidance.		
7.2	Chair	Provide a future update once the AI Expert Working Group's draft document progresses further.	David	Next URC Meeting
7.3	URC Members	URC feedback to be incorporated into the ORCID Research Identifier Policy and Guidelines documents, and for the revisions to progress to Giselle for consideration and onward approval and consultation.	Helen	ASAP

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COHCB26/07/137
MINUTES Part I
July 2026

COLLEGE BOARD MEETING

Tuesday 21 July at 10am

Via [Microsoft Teams Meeting](#)

MINUTES – PART I

No.	Item / Details	Decisions / Actions	Doc No.
1.	WELCOME and APOLOGIES Present: Prof Jill McCutcheon (Chair) A/Prof Wyatt Page, Prof Kieran O'Donoghue, A/Prof Rachel Page, Prof Chris Wilkins, Dr Rachel Batty, A/Prof Shirley Julich, A/Prof Kerri-ann Hughes, A/Prof Kath Hay, Prof Ajmol Ali In attendance: Deanna Abbott (Secretary), Elizabeth Sturrock Apologies: Prof Leigh Signal, Prof Marlena Kruger, A/Prof Andy Foskett, Prof Nicolette Sheridan, A/Prof Bevan Erueti, Jill Coatsworth		
2.	MINUTES FOR APPROVAL – PART I		
2.1.	Minutes of the meeting held 16 June 2026 – Part I	MOVED that the Minutes of the meeting held on 16 June 2026 be confirmed as a true and correct record. CHAIR <u>Carried</u>	COHCB 26/06/103
3.	MATTERS ARISING FROM THE PREVIOUS MINUTES		
	None		
4.	ACADEMIC DECISIONS For approval and forwarding to Academic Committee		
4.1.	SCHOOL OF HEALTH SCIENCES		
4.1.1.	COURSE AMENDMENTS – 2027: 251370 Health and Safety Auditing <i>Changes to learning outcomes and relinking to assessments</i>	MOVED that these documents be approved and forwarded to Academic Committee for noting. CHAIR <u>Carried</u>	COHCB 26/07/106
4.1.2.	251372 Health and Safety Auditing <i>Changes to learning outcomes and relinking to assessments</i>		COHCB 26/07/107
4.1.3.	251374 Project in Occupational Health and Safety <i>Changes to learning outcomes and assessments</i>		COHCB 26/07/108
4.2.	SCHOOL OF NURSING		
4.2.1.	SNPC Memo - School of Nursing Qualification and Course changes	Noted	COHCB 26/07/109
4.2.2.	NON-CUAP QUALIFICATION AMENDMENT – 2027: PMCLR Master of Clinical Practice (Nursing) Updating Qualification Graduate Profile and Attributes and mapping Graduate Attributes to Course Learning Outcomes	Amendment: Admission regulation 1.(e) – remove reference to programme website	COHCB 26/07/110

COHCB26/07/137

MINUTES Part I

July 2026

No.	Item / Details	Decisions / Actions	Doc No.
	- Minor change to Admission and Academic Requirements regulations - Amending Part One Schedule of courses to replace 168744 and 168746 with new courses 168754 and 168756	so it reads as “and the School of Nursing Inherent Qualities of Nurses requirements”.	
4.2.3.	NEW COURSES – for Master of Clinical Practice (Nursing) in 2027: 168754 Applied Pharmacology: Te Hua o te Rongoā 168756 Honouring Lore, Laws and Nursing Practice: He Tikanga, He Ture	MOVED that documents COHCB26/07/110 to COHCB26/07/121 be approved, with amendment as noted above to document COHCB26/07/110, and forwarded to Academic Committee for approval. CHAIR <u>Carried</u>	COHCB 26/07/111 26/07/112
4.2.4.	COURSE RETIREMENTS – for Master of Clinical Practice (Nursing) in 2027: 168744 Professional Issues 168746 Social Justice and Citizenship		COHCB 26/07/113
4.2.5.	COURSE AMENDMENTS – Change to titles for Master of Clinical Practice (Nursing) in 2027: 168740 Bioscience for Nursing: Koiora Tangata 168742 Principles of Health and Wellbeing: Mātāpono Hauora 168743 Caring for People with Long-term Conditions: Kumanu Tangata Tauroa 168745 Digital Health: Hauora Matihiko 168747 Caring for People with Acute Conditions: Kumanu Tangata Mamae Tārū 168748 Transition to Practice: Hei Tū Taupuhi 168820 Scholarship for Clinical Practice: Karahipi mō te Mahi Haumanu 168821 Nursing Change Project: Ka Mua-Ka Muri		COHCB 26/07/114 26/07/115 26/07/116 26/07/117 26/07/118 26/07/119 26/07/120 26/07/121
4.3.	SCHOOL OF SOCIAL WORK		
4.3.1.	CUAP EARLY NOTICE QUALIFICATION AMENDMENT – 2028: UBSCW Bachelor of Social Work <i>Changing from 4-years (480 credits) to 3-years (360 credits)</i>	MOVED that these documents be approved and forwarded to Academic Committee for noting. CHAIR <u>Carried</u>	COHCB 26/07/122
4.3.2.	COURSE AMENDMENTS – 2027: 179330 Māua ko Te Tiriti o Waitangi <i>Changes to assessments</i>		COHCB 26/07/123
4.3.3.	179430 Integrated Social Work Practice – Authenticising Practice <i>Changes to assessments</i>		COHCB 26/07/124
4.3.4.	179783 Manu tute <i>Changes to assessments</i>		COHCB 26/07/125
5.	ACADEMIC DISCUSSION		
5.1.	Course Health Checks Launch end of Semester 1 Course Health Checks App User Guide – DRAFT	Discussed	COHCB 26/07/126 26/07/127

No.	Item / Details	Decisions / Actions	Doc No.
6.	ACADEMIC DOCUMENTS FOR NOTING		
6.1.	School Programme Committee Minutes		
6.1.1.	School of Health Sciences - Minutes of meeting held 21 May 2026	NOTED	COHCB 26/07/128
6.1.2.	School of Nursing - Minutes of meeting held 1 May 2026	NOTED	COHCB 26/07/129
6.1.3.	School of Social Work - Minutes of meeting held 4 June 2026	NOTED	COHCB 26/07/130
7.	REPORTS		
7.1.	Chair's Report Professor Jill McCutcheon - Stream: Concerns raised centrally around Stream sites opening on time. It was noted some of the delays were mainly reflected to technical issues, although these were speedily fixed by staff members and central team. - New strategy: the Vice Chancellor is busy undertaking activities and working closely with Council who own the strategy. Official launch will be held late August. - Senior Leaders Forum was held on the Manawatū Campus recently. - Transition with research funding: The project team acknowledged feedback from colleges with regards to concerns of the process. - Opportunities in academic programmes: the Vice-Chancellor is expecting an uplift in EFTS enrolments in the future via a combination of enhancing current programmes and introduction of new programmes.		Verbal
7.2.	Associate Dean – Higher Degree Research Professor Marlena Kruger	RECEIVED	COHCB 26/07/131
7.3.	Director – International Professor Ajmol Ali - Pacific Roadshow in August/September updates - A/Prof Matt Barnes to progress discussions with Shanghai University of Sport. - Svenja is currently involved in marketing plans to promote the Bachelor of Sport and Exercise to international students. - AEA Annual Scientific Meeting in Fiji from 13-15 October. - Ksenija Napan is currently drafting an application to establish an MoU with Inter University Centre (Dubrovnik). - Possibility of future delegation to universities in India.	RECEIVED	COHCB 26/07/132
7.4.	Associate Dean – Research Professor Leigh Signal The Chair advised that the University had received a one-year reprieve for the Covidence licence and would continue using it during that period.	RECEIVED	COHCB 26/07/133
7.5.	Associate Dean – Academic / Learning & Teaching Professor Kieran O'Donoghue The two new revised policies on Verified Assessment and Inherent Requirements, along with the Two-lane Assessment Framework were approved by the University Academic Committee. This means a significant amount of work for the College and Schools over the next 12 months, with further discussions at Programme Committees and across the college about the future pathways going forward, including	RECEIVED	COHCB 26/07/135

COHCB26/07/137

MINUTES Part I

July 2026

No.	Item / Details	Decisions / Actions	Doc No.
	mapping of verified assessments, changes to whether declarations are needed, how the programmes are verified and what happens going forward, and linking inherent requirements into qualification regulations. Following approval of these by the University Academic Board, further details will be provided by Jean Jacoby.		
7.6.	Associate Dean – Māori Associate Professor Bevan Erueti Great to see an increase of success for College of Health Māori students.	TABLED	COHCB 26/07/136
7.7.	Associate Dean – Work Integrated Learning Associate Professor Kathryn Hay - Ako Tūhono WIL Quality Framework has been reviewed by the Māori Professoriate. Adjustments will be made at the WIL meeting this afternoon before going to Academic Committee. The final document will be distributed to School Programme Committees. - My WIL/Sonia system has recently changed ownership. Andrew Rowatt is engaging with other universities and will guide us through the process. - A discussion document proposing a hub-and-spoke approach to WIL@Massey will also go to the LTC September meeting. - Digital resources for supervisors supporting students.		Verbal
8.	OTHER BUSINESS		
	Part II of the minutes of the meeting held on 16 June 2026 were confirmed and approved COHCB26/06/104.		
Meeting closed at 10:54am			



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COHCB26/08/161
MINUTES
August 2026

COLLEGE BOARD MEETING

Tuesday 18 August at 10am

Via [Microsoft Teams Meeting](#)

MINUTES

No.	Item / Details	Decisions / Actions	Doc No.
1.	WELCOME and APOLOGIES Present: Prof Jill McCutcheon (Chair) Prof Chris Wilkins, Prof Kieran O'Donoghue, Dr Rachel Batty, A/Prof Andy Foskett, Prof Marlena Kruger, A/Prof Rachel Page, A/Prof Shirley Julich, Prof Leigh Signal, A/Prof Kath Hay, Prof Nicolette Sheridan In attendance: Deanna Abbott (Secretary), Elizabeth Sturrock Apologies: Prof Ajmol Ali, A/Prof Wyatt Page, A/Prof Bevan Erueti, A/Prof Kerri-ann Hughes, Jill Coatsworth		
2.	MINUTES FOR APPROVAL – PART I		
2.1.	Minutes of the meeting held 21 July 2026	MOVED that the Minutes of the meeting held on 21 July 2026 be confirmed as a true and correct record. CHAIR <u>Carried</u>	COHCB 26/07/137
3.	MATTERS ARISING FROM THE PREVIOUS MINUTES		
3.1	Item 4.2 School of Nursing proposals for PMCLR Master of Clinical Practice (Nursing) proposals Academic Committee advised that all proposals relating to changes for the MCP(Nursing) that were approved by CoH Board at the July meeting, were too late to be implemented in 2027. These will be resubmitted for 2028, pending any changes to course assessments that may be required in 2027.	Noted	COHCB 26/07/110 - 26/07/121
4.	ACADEMIC DECISIONS For approval and forwarding to Academic Committee		
4.1.	SCHOOL OF SOCIAL WORK		
4.1.1.	SSWPC Memo - BSW Qualification and Course changes	Professor O'Donoghue acknowledged all staff in the School of Social Work, and colleagues in the wider College of Health and other Colleges for their input.	COHCB 26/08/139
4.1.2.	CUAP QUALIFICATION AMENDMENT – 2028: UBSCW Bachelor of Social Work <i>Changing from 4-years (480 credits) to 3-years (360 credits)</i>		COHCB 26/08/140

COHCB26/08/161
MINUTES
August 2026

No.	Item / Details	Decisions / Actions	Doc No.
4.1.3.	NEW COURSES for Bachelor of Social Work – 2028: 179241 A Relational Framework for Integrated Practice 179260 Social Work Practice Development 179321 Wellbeing and Sustainable Development in Communities 179350 Authentic Integrated Social and Community Work Theory and Practice 179351 An Evidence-Informed Inquiry for Social Change 179360 Developing Competence in Social Work Practice	MOVED that documents COHCB26/08/140 to COHCB26/08/146 be approved and forwarded to Academic Committee for approval. CHAIR <u>Carried</u>	COHCB 26/08/141 COHCB 26/08/142 COHCB 26/08/143 COHCB 26/08/144 COHCB 26/08/145 COHCB 26/08/146
4.1.4.	COURSE AMENDMENTS – 2028: 179110 Creating a Foundation for Social and Community Work <i>Changes to learning outcomes and assessments</i>	MOVED that these documents be approved and forwarded to Academic Committee for noting. CHAIR <u>Carried</u>	COHCB 26/08/147
4.1.5.	179155 Interpersonal Skills for the Helping Professions <i>Changes to title, prescription, learning outcomes and assessments</i>		COHCB 26/08/148
4.1.6.	279101 Social Policy: An Introduction <i>Changes to prescription, learning outcomes and assessments</i>		COHCB 26/08/149
4.1.7.	179240 Ethics, Values and Law in Social Work and Social Policy <i>Changes to learning outcomes and assessments</i>		COHCB 26/08/150
4.2.	SCHOOL OF NURSING		
4.2.1.	COURSE AMENDMENT – 2027: 168733 Physiology and Pathophysiology <i>Changes to assessments</i>	MOVED that this document be approved and forwarded to Academic Committee for noting. CHAIR <u>Carried</u>	COHCB 26/08/151
5.	ACADEMIC DISCUSSION		
5.1.	COH Guidelines for Curricula changes <i>For discussion and review</i>	Revisions to include reference to the Curriculum Framework and addition of Assessment Policy (point 7) and the Qualification Lifecycle Review Process Policy and Procedures. APPROVED with amendment.	COHCB 26/08/152

COHCB26/08/161
MINUTES
August 2026

No.	Item / Details	Decisions / Actions	Doc No.
		ACTION: Deanna to amend document and add to Paerongo site, and forward to School Programme Committees for discussion and noting.	
6.	ACADEMIC DOCUMENTS FOR NOTING		
6.1.	School Programme Committee Minutes		
6.1.1.	School of Health Sciences - Minutes of meeting held on 18 June 2026	NOTED	COHCB 26/08/153
6.1.2.	School of Nursing - Minutes of meeting held on 29 June 2026	NOTED Prof Sheridan expressed concerns about the recent resignations from several key positions at the Nursing Council of New Zealand.	COHCB 26/08/154
6.1.3.	School of Social Work - Minutes of meeting held on 2 July 2026	NOTED	COHCB 26/08/155
7.	REPORTS		
7.1.	Chair's Report Professor Jill McCutcheon - Good numbers in attendance at the recent Open Day in Manawātū. Prof McCutcheon thanked all staff involved with the events on all campuses. - University Council has approved the Strategy, and staff will hear more details at the launch next Tuesday, including plans to grow partnerships nationally and internationally; increase enrolments with new and amended qualifications. - There will be a single round of CUAP early 2027, so next year will be a transition year with the change in process for approval and accreditation of qualifications and specialisations. - Prof McCutcheon commended Prof O'Donoghue and staff in the School of Social Work for all their work on the revised Bachelor of Social Work. - There is an ongoing need for adjustments to courses to meet the requirements for verified assessments which need to be implemented for 2028. Schools will need to review courses across all programmes and submit a plan early next year.		Verbal
7.2.	Director – International Professor Ajmol Ali	RECEIVED	COHCB 26/08/156
7.3.	Associate Dean – Higher Degree Research Professor Marlena Kruger - The webinar on 'Improving citations with an eye towards TREF' by Dr Anita Muthukaruppan is available on the Paerongo site. - The in-person workshop 'Planning for impact in the new research environment' was held last week on the Albany Campus.	RECEIVED	COHCB 26/08/157

COHCB26/08/161
MINUTES
August 2026

No.	Item / Details	Decisions / Actions	Doc No.
7.4.	Associate Dean – Academic / Learning & Teaching Professor Kieran O'Donoghue Report taken as read. A discussion was held about the 'two-lane assessment' approach that has been approved by Academic Committee which was attached to the report from the Associate Dean Academic, noting that this paper should be read in-line with the approved Verified Assessment Policy. It is important to note that with the open assessments, students will still need to acknowledge that they have used AI and where they have used it. Members were concerned about what tools will be available for staff to use for verified assessments, along with training and other resources to be provided by the University. The project team led by Andrew Rowatt is looking into this. Each qualification is going to need to look at the assurance threshold and alignment to the mandatory principle. The need for verified authenticity at key stages will be up to School Programme Committees to decide and map. Timelines and suggested transition plan are included in the document. Recommendation: that these documents are forwarded to School Programme Committees for conversations about the implementation process and plan for Verified assessments (Lane One) and Open assessments (Lane Two) for all courses.	RECEIVED ACTION: Deanna to forward the Verified Policy and Two-lane assessment approach paper to School Programme Committees for discussion at the next meetings.	COHCB 26/08/158
7.5.	Associate Dean – Work Integrated Learning Associate Professor Kathryn Hay Report taken as read. Procurement process for MyWIL will begin in September.	RECEIVED	COHCB 26/08/159
7.6.	Associate Dean – Research Professor Leigh Signal Points to highlight from the report: - CoH Research Symposium on Tuesday 20th October – currently we have 16 presenters from across the College. Please remind staff and postgraduate students to registrar. - Massey Centenary research celebrations next year. - TRF programme applications and interviews end of August. - Reminder for staff: to make sure their ORCID and Scopus IDs are the same and spelling is correct.	RECEIVED	COHCB 26/08/160
7.7.	Associate Dean – Māori Associate Professor Bevan Erueti		No Report
8.	OTHER BUSINESS		
	None		
Meeting closed at 10:44am			

CSB26/9/204



COLLEGE OF SCIENCES
COLLEGE BOARD

**A meeting of the College Board (CSB) was held on
Thursday, 16 July 2026 at 2.00 PM via Teams**

MINUTES – PART I

PRESENT:

Professor Ray Geor, Professor Simon Hall, Professor Peter Lockhart, Professor Monty Sutrisna, Associate Professor Gillian Gibb, Associate Professor Tammy Lynch, Associate Professor Liz Norman, Associate Professor Catherine Whitby, Associate Professor Sarah Pain, Associate Professor Wajiha Shahzad (Proxy for Associate Professor Jelodar), Dr Hayley Hunt (proxy for Professor Jenny Weston), Dr Daniel Playne, Dr Simon Hills, Ayla Brook

IN ATTENDANCE:

Ursula Clarke, Amy Heise, Diana Kessler, Brian Hewson

1 WELCOME

The Chair welcomed the Board members. The Chair noted he had been away on business for the previous two meetings and thanked Professor Hall for chairing those meetings in his absence. The Chair noted while Diana Kessler had been thanked at the previous meeting for all her efforts for the College in dealing with student registry matters at the previous meeting he wanted to pass on his personal thanks for all Diana had done for the College.

2 APOLOGIES

Professor Jon Huxley, Professor Paul Kenyon, Professor John Munday, Professor Jonathan Procter, Professor Jamie Quinton, Professor Jenny Weston, Associate Professor Mostafa Jelodar, Fiona Coote

3 VISITORS

Nil

4 CONFIRMATION OF AGENDA

There were no additional agenda items advised.

5 MINUTES FOR APPROVAL

5.1 [Minutes June 2026 Part I](#)

CSB26/7/174Rev1

Resolved: That with minor amendment document CSB26/7/174 be approved as an accurate record and forwarded to Academic Board for noting.

Hall/Sutrisna

6 MATTERS ARISING

6.1 The Chair confirmed the items relating to qualifications, specifications and courses that had recently been approved at Academic Committee. The Chair also noted that the use of the covering memo to

CSB26/9/204

advise the rationale for various documents should be continued as it prepared Committee members well for review of documents relating to those items.

7 ACTION LIST

7.1 Nil

8 CHAIRPERSON'S REPORT

8.1 The Chair raised, reported on and generated discussion on the following:

- All College items forwarded to CUAP for approval in Round 2 had been approved. The Chair thanked staff for their efforts in achieving this milestone.
- The conduct of secured assessments at the end of Semester 1 had been completed and the Chair thanked the members of the College teaching staff for their efforts in managing this process. The Chair noted parts of the process can improve and overall it achieved the publishing of student grades in a timely manner. The Chair noted learnings from Semester 1 provided an opportunity for improvements for Semester 2 and highlighted links Associate Professor Norman had recently shared for feedback on the process.
- The Chair noted a University leadership forum had been conducted in the last week on the Manawatu Campus that some Board members and other members of the College had participated in. Discussion had included aspects of strategy development, the University culture, and approaches and capabilities that would be important moving forward. The Chair noted it was intended to conduct these forums on a regular basis with the next iteration in October to coincide with strategy implementation.
- The Chair advised that the new University Strategy currently sat with the University Council and was on schedule for briefing to the TEC and Minister in Aug 26.
- The Chair advised the College had agreed to a Massey Business School request to transfer the Masters and Postgraduate Diploma in Logistics and Supply Chain Management to adapt and add to the MBS offerings.

9 COURSE OFFERING CHANGES

9.1 [Course Offering Changes approved by the DPVC June 2026](#) CSB26/7/175
Noted

9.2 [Approved CoS Temporary Assessment Changes S2 2026](#) CSB26/7/176
Noted

10 FROM COLLEGE ACADEMIC COMMITTEE

10.1 [CAC Minutes June 2026 Part I](#) CSB26/7/177
Noted

10.2 [CAC Minutes of Part I Electronic Votes June 2026](#) CSB26/7/178
Noted

11 ACADEMIC DECISIONS

From the School of Agriculture and Environment
11.1 [New Micro-Credential MITSNM Introduction to Sustainable Nutrient Management](#) CSB26/7/179

11.2 [Course Amendment 119373 Integrative Studies](#) CSB26/7/180

Resolved: That minor amended document CSB26/7/179 and document CSB26/7/180 be approved and forwarded to Academic Committee for noting.

CSB26/9/204

Pain/Norman

From the School of Veterinary Science

- 11.3 [Portfolio Amendment 227332 Veterinary Science 3.2](#) CSB26/7/181
Noted
- 11.4 [Portfolio Amendment Document 227232 Veterinary Science 2.2](#) CSB26/7/182
Noted
- 12 **Teaching and Learning**
Nil
- 13 **VISITORS' ITEMS**
Nil
- 14 **ANY OTHER MATTERS**
- 14.1 [SES Key Themes Memorandum \(Part I\), June 2026](#) CSB26/7/183
Associate Professor Norman provided an explanation of the qualitative nature of the information in the memorandum from the Student Experience Survey. General discussion followed with numerous areas discussed. A key viewpoint that arose was a desire to understand what good is in terms of the student experience and to communicate to staff and students what the College believes is important.
- 14.2 [2027 CUAP ROUND](#) CSB26/7/184
The Board noted the only CUAP Round currently planned for 2027 and the self-accreditation process to replace CUAP was still under development.

Items moved from Part II

[Minutes June 2026 Part II](#)

[CAC Minutes June 2026 Part II](#)

- 15 **EXCLUSION OF THE PUBLIC**
THE CHAIRPERSON MOVED THAT MEMBERS OF THE PUBLIC BE EXCLUDED FROM THE MEETING SO THAT THE FOLLOWING MATTERS MAY BE DISCUSSED WITHOUT PUBLIC DISCLOSURE; THE COMMITTEE BEING SATISFIED THAT THERE ARE CONSIDERATIONS WHICH OUTWEIGH THE PUBLIC INTEREST OF DISCLOSURE.

Reference: S48(1)(a)(ii) & S7(j) of the Local Government Official Information and Meetings Act 1987 and S9(2)(k) of the Official Information Act 1982.

Diana Kessler, Amy Heise, Ursula Clarke and Brian Hewson were in attendance in Part II for their expertise in student administration and operations of the College's academic offer.

CSB26/9/205



COLLEGE OF SCIENCES
COLLEGE BOARD

Minutes of Part I Email Voting
August 2026

MINUTES – PART I

SITUATION: Due to other competing activities gathering of a quorum for the planned 20 August 2026 College Board meeting was not possible. As there was a requirement to vote on academic documents in order to progress them to Academic Committee September meeting a decision by the DPVC to undertake email voting on the documents was enacted. Documents were circulated on 14 Aug 26 to all Board members with a voting form for return to the Board Secretary by close of business on 20 Aug 26. Copies of voting emails are saved on the College internal drive.

1 ACADEMIC DECISIONS

From the School of Agriculture and Environment

- 1.1 [Course Amendment 117202 Animal Science](#) CSB26/8e/190

Resolved: That document CSB26/8e/190 be approved and forwarded to Academic Committee for approval. (Fourteen votes were received by email on the resolution and all approved the document). A quorum was achieved and the motion to move the document to Academic Committee for approval was passed.

Acting Chair

- 1.2 [Memorandum for HATA Microcredential Title Changes Aug 2026](#) CSB26/8e/191
Noted
- 1.3 [New Micro-Credential MSCPTM Science Partnerships with Te Ao Maori](#) CSB26/8e/192
- 1.4 [New Micro-Credential MPLSBP Plant Science, Biology and Physiology](#) CSB26/8e/193
- 1.5 [New Micro-Credential MMNAHP Management of Agriculture and Horticulture Plants](#) CSB26/8e/194
- 1.6 [New Micro-Credential MMNANP Monogastric Animal Production](#) CSB26/8e/195
- 1.7 [New Micro-Credential MRMANP Ruminant Animal Production](#) CSB26/8e/196
- 1.8 [New Micro-Credential MAVNWZ Agribusiness in New Zealand](#) CSB26/8e/197

Resolved: That documents CSB26/8e/192 to CSB26/8e/197 be approved and forwarded to Academic Committee for approval along with CSB26/8e/191 for noting. (Fourteen votes were received by email on

CSB26/9/205

the resolution and all approved the documents). A quorum was achieved and the motion to move the documents to Academic Committee for approval was passed.

Acting Chair

From the School of Veterinary Science

- | | | |
|------|--|--------------|
| 1.9 | <u>Course Amendment 118785 Introduction to Evidence Based Practice</u> | CSB26/8e/198 |
| 1.10 | <u>Course Amendment 118712 Advanced Studies in Veterinary Practice</u> | CSB26/8e/199 |

Resolved: That documents CSB26/8e/198 and CSB26/8e/199 be approved and forwarded to Academic Committee for noting. (Fourteen votes were received by email on the resolution and all approved the documents). A quorum was achieved and the motion to move the documents to Academic Committee for noting was passed.

Acting Chair

Part I: Paper for Decision

DATE:	21 October 2026
AUTHOR:	Chair of Academic Board, Professor Fiona Te Momo
SUBJECT:	EXCLUSION OF PUBLIC

Recommendation

- THAT the Academic Board exclude the public from the papers as noted in the table below:

General subject of each matter to be considered		Reason	Section 48(1) grounds
AB26/10/180	Confirmation of Minutes Academic Board Meeting 23 September 2026 - Part II	For the reasons set out in the Part I minutes of 23 September 2026 held with public present	
AB26/10/181	Conferment of Degrees and Awarding of Diplomas and Certificates	Personal privacy	s7(2)(a)
Papers for Noting i. AC Minutes 1 September 2026 – Part II (AB26/10/182) ii. URC Minutes 25 June 2026 – Part II (AB26/10/183) iii. URC Minutes 27 August 2026 – Part II (AB26/10/184) iv. CoS CB Minutes 16 July 2026 – Part II (AB26/10/185) v. CoS CB E-Ballot 20 August 2026 – Part II (AB26/10/186)			

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public as stated in the above table.

**MASSEY UNIVERSITY COUNCIL
ACADEMIC BOARD
PROPOSED TERMS OF REFERENCE**

1. Constitution

The Education and Training Act 2020 requires Council to establish an academic committee consisting of the Vice-Chancellor, and members of the staff and students to:

- (a) advise the Council on matters relating to courses of study or training, awards, and other academic matters; and
- (b) exercise powers delegated to it by the Council.

The academic committee of Massey University Council shall be known as the Academic Board and shall be a committee of the Massey University Council.

2. Objectives

Academic Board supports Council in fulfilling its legislated functions and duties. It provides regular opportunities for reflection, debate, and academic policy-formation focused on the values of the University, its strategic direction, and policies and practices. This provision will be informed by the student voice and have significant implications for teaching, learning, research, and the long-term sustainability of the University.

Academic Board ensures its duties align with Section 267 of the Education and Training Act 2020 and, as the primary institutional custodian of academic freedom, will safeguard these rights at Massey University. In fulfilling this duty, the Academic Board monitors and advises on strategic, financial, and operational changes to protect the statutory rights of staff and students to engage in research, question and test received wisdom, and express controversial or unpopular opinions.

The Academic Board recognises Te Tiriti o Waitangi as a foundational commitment of the University and will support its ongoing enactment in academic governance. It will continuously evaluate and develop what these responsibilities look like within the context of the Board's specific duties.

3. Responsibilities

The Responsibilities of Academic Board include:

- (a) Advising Council on the preservation and enhancement of academic freedom, research integrity and ethics, consistent with section 267 of the Education and Training Act 2020, including monitoring and reporting on academic matters that may affect the university, such as potential, emerging, or systemic operational risks.

- (b) Advising the Vice-Chancellor's senior leadership team and other University leaders on all strategic matters and significant decisions that impact the University's academic endeavours, student success, and the ability of academic staff to succeed in their roles.
- (c) Exercising any powers delegated to it by the Council and the Vice-Chancellor.
- (d) The Academic Board acknowledges the University's commitment to Māori and Pacific learners, communities, and knowledge systems, and will monitor and provide advice on the effectiveness of academic strategies, policies, and practices in supporting equitable outcomes for Māori and Pacific learners.
- (e) Ensuring the quality of research, research training, and associated policies, and driving a culture of excellence and collegiality in research and scholarship.

4. Sub-committees of Academic Board

- (a) Academic Board may establish and convene sub-committees and working groups to give effect to its responsibilities and operationalise specific duties of the Academic Board.
- (b) Such sub-committees are to be active participants in meeting the objectives and responsibilities of Academic Board in providing timely advice to Council on academic matters but are not in themselves committees of Council.
- (c) The terms of reference, including the membership of such sub-committees, shall be approved by the Academic Board and such sub-committees will be bound by their terms of reference.
- (d) Academic Board will review biannually the functioning of its sub-committees.
- (e) There are 8 standing sub-committees of Academic Board to represent central university compliance across designated campuses.
 - Academic Committee
 - Teaching and Learning Committee
 - University Research Committee
 - College of Sciences College Board
 - College of Health College Board
 - College of Creative Arts College Board
 - College of Humanities and Social Sciences College Board
 - Massey Business School Board

5. Review of Academic Board

Academic Board shall undertake a biannual, or as required, self-review of its objectives

and responsibilities in accordance with its Terms of Reference. The self-review will be reported to Council.

6. Secretariat and Meetings

(a) When Chairperson is absent: Where the Chairperson needs to vacate the Chair for a particular meeting, they will arrange for another member of the Academic Board to Chair that meeting. The quorum for a meeting of the Academic Board shall be a majority of the members then holding office being present.

(b) Timing and Frequency of Meetings: The frequency of meetings will be determined by the annual work programme. The Chair may convene additional meetings as they think necessary for the efficient performance of the objectives and responsibilities of the Academic Board. An extraordinary meeting can be called at the request of 15 members of the Academic Board.

(c) Standing Orders: Unless otherwise specified in these Terms of Reference, the conduct of meetings of the Academic Board will be subject to the Procedures for Council and Council Committees.

(d) Agenda, Administration and Minutes: Academic Board will be supported by the Office of Governance and Assurance.

(e) Minutes of deliberations on formal advice to Council shall record decisions, agreed advice and material reasons, without attributing individual contributions, except where required by law or necessary to record a formal dissent or conflict of interest.

7. Reporting Procedures

The Chair of Academic Board will provide a written report on the activities of Academic Board to Council, will be in attendance at Council meetings, and will report back to the Academic Board as relevant. Academic Board will bring to the attention of the Council and/or the Vice-Chancellor any issues arising on which the Council should be advised. The Chair is independently empowered to table urgent items regarding threats to academic matters directly to the University Council.

8. Membership

The membership of Academic Board shall be composed as follows:

- Vice-Chancellor (1 – Appointed)
- Deputy Vice-Chancellor Academic (1 – Appointed)
- Deputy Vice-Chancellor Research and Enterprise (1 – Appointed)
- Deputy Vice-Chancellor Māori (1 – Appointed)
- Pou Tiriti (1 – Appointed)
- University Registrar (1 appointed)
- Pro Vice-Chancellors / Executive Academic Leads (5 – Appointed)

- Associate Vice-Chancellor Pacific (1 – Appointed)
- Dean, Postgraduate Research (1 – Appointed)
- Māori Academic Staff Representatives (3 – Elected)
- Academic Staff: 3 from each College (15 – Elected)
- Student Representatives (5 – Appointed)

Total Membership: 36

8.1 Staff in attendance: Academic Board Sub-Committee Chairs may be in attendance at all scheduled meetings of Academic Board and may fully contribute to discussion or present papers to the Board as required and confirmed by the Chair but will not have voting rights.

8.2 Non-members in attendance: Academic Board may wish non-members to attend meetings of the Academic Board with the consent of the Chair. Speaking rights may be granted through the Chair but they will not have voting rights.

8.3 Advice to Council: Academic Board may resolve to deliberate on formal advice to Council in the absence of non-members, including Council members who are not members of Academic Board. Members who have sponsored or proposed a matter under consideration for advice to Council must declare their involvement as a potential conflict of interest. The Chair may ask members to withdraw from deliberations or abstain from voting.

8.4 Power to Co-opt: The Academic Board Chair may, at their discretion, co-opt up to three additional members to provide expertise or advice on specific matters. The co-opt tenure will be clearly defined and must not exceed 12 months. These co-opted members will have full rights.

8.5 Attendance: Members are expected to attend all meetings of Academic Board. A member unable to attend shall give apologies to the Chair before the meeting. An appointed member who is unable to attend may, with the agreement of the Chair, nominate a senior delegate to attend in their place. The delegate may speak but will not have voting rights. An elected or co-opted member who is absent without apology from three consecutive meetings may be deemed to have vacated their position, unless Academic Board resolves otherwise. The attendance of all members shall be recorded in the minutes and reported to Council in the annual report (Section 7.3).

9. Elections and Appointments

The majority of members of Academic Board will be elected members. Elections will be carried out in accordance with University practices.

9.1 Academic Staff: Academic staff are to be elected from across the colleges ensuring representation from permanent academic staff of all levels, one of whom must be a Professor.

9.2 Māori Academic Staff Representatives: Three Māori academic staff representatives will be elected as members of Academic Board, one of whom must be a Professor. All Māori academic staff with permanent employment status will comprise the Māori Academic Electoral College. The DVC Māori will co-ordinate the process for elections.

9.3 Student Representatives: Five Student Association Presidents or Student Representatives will be selected as student representatives from Te Tira Ahu Pae and Ngā Haumi ki te Ao.

10. Chair of Academic Board

The Chair of the Academic Board will be appointed by Council from amongst the appointed and elected members of Academic Board in consultation with the Vice-Chancellor and shall not hold an Executive Leadership Team position.

11. Term of Appointment

11.1 Chair: The term of appointment for the Chair of Academic Board will be three years.

11.2 Appointed Members' Positions: Members appointed to the Academic Board by way of their position will hold membership of the Academic Board for the duration of their substantive position appointment.

11.3 Academic Staff and Māori Academic Staff Members: The term of appointment for the elected academic staff and Māori academic staff members will be three years.

11.4 Student Representatives: Student representatives will be appointed for a term of one year with the option of extending the term for another year with the approval of the Chair.

12. Induction

The Chair will be responsible for ensuring that new members to the Academic Board are appropriately inducted into the role of the Academic Board, its place in the decision-making of the University, the Board's standing orders and procedures, and the role and responsibility of members.

13. Document Control

Approved by Massey University Council on [...] To be reviewed [...]



MASSEY UNIVERSITY COUNCIL

ACADEMIC BOARD

TERMS OF REFERENCE 2023

1. Constitution

The Education and Training Act 2020 requires Massey University Council (Council) to establish an academic committee consisting of the Vice-Chancellor, and members of the staff and students to:

- (a) Advise the Council on matters relating to courses of study or training, awards, and other academic matters; and
- (b) Exercise powers delegated to it by the Council.

The academic committee of Massey University Council shall be known as the Academic Board (Board) and shall be a committee of the Council.

2. Objectives

To support Council in fulfilling its legislated functions and duties, the Board will regularly provide opportunities for reflection, debate and academic policy-formation focused on the values of the university, its strategic direction and policies and practices, informed by the student voice, that have significant implications for teaching and learning and research and the sustainability of the university.

The Board will demonstrate leadership in working to build the foundations for a Tiriti-led university environment and develop an understanding of what being Tiriti-led means within the context of the Board's responsibilities, as the university moves toward the enactment of Te Tiriti in practice.

3. The Responsibilities of Academic Board include:

- (a) Advising Council and the Vice-Chancellor on all academic matters relating to teaching, learning and research, including but not limited to:
 - i. The academic implications of the university's strategic plans, policies and procedures and related documents concerning academic matters; and
 - ii. The university's academic priorities and risks as they relate to academic matters, including assessing the quality and effectiveness of academic proposals.
- (b) Exercising any powers delegated to it by the Council and by the Vice-Chancellor.
- (c) Reporting to and engaging with Council on the effective implementation of academic strategies, policies and practices relevant to the objectives and responsibilities of the Board, ensuring they are appropriately implemented.
- (d) Maintaining oversight of academic and research integrity and ethics, including monitoring of potential and emerging risks.



- (e) Ensuring the quality of research, research training and associated policies and drive a culture of excellence and collegiality in research and scholarship.

4. Sub-committees of Academic Board

- (a) Academic Board may establish and convene sub-committees and working groups to give effect to its responsibilities and operationalise specific duties of the Academic Board.
- (b) Such sub-committees are to be active participants in meeting the objectives and responsibilities of the Board in providing timely advice to Council on academic matters but are not in themselves committees of Council.
- (c) The terms of reference, including the membership of such sub-committees shall be approved by the Board and such sub-committees will be bound by their terms of reference.
- (d) The Board will periodically review the functioning of its sub-committees.
- (e) There are seven standing sub-committees of Academic Board as follows:
 - Academic Committee
 - University Research Committee
 - College of Sciences College Board
 - College of Business College Board
 - College of Health College Board
 - College of Creative Arts College Board
 - College of Humanities and Social Sciences College Board

5. Review of Academic Board

The Board shall undertake an biennial self-review of its objectives and responsibilities in accordance with its Terms of Reference. The self-review will be reported to Council.

6. Secretariat and Meetings

(a) When Chairperson is Absent

Where the Chairperson needs to vacate the Chair for a particular meeting, they will arrange for another member of the Board to Chair that meeting.

The quorum for a meeting of the Board shall be a majority of the members then holding office being present. For the avoidance of doubt, where numbers are even, the quorum shall be half the current members plus one.

(b) Timing and Frequency of Meetings

The frequency of meetings will be determined by the annual work programme, and in the ordinary course of events will be held at least every second month, with the first meeting of the year to be held no later than February.

The Chair may convene additional meetings as they think necessary for the efficient performance of the objectives and responsibilities of the Board. Where this is required, no less than 15 members of the Board shall convene the meeting.

(c) Standing Orders

Unless otherwise specified in these Terms of Reference, the conduct of meetings of the Board will be subject to the Procedures for Council and Council Committees as amended from time to time. Where procedures are not specified, they shall be determined by the Chair with reference to



established Council meeting practice and procedure. Where relevant the Board will comply with the policies of Council in exercising their duties.

(d) Agenda, Administration and Minutes

Academic Board will be supported by the office of Governance and Assurance. This includes development of an annual work plan, convene elections, conduct reviews and secretariat support.

7. Reporting Procedures

The Chair of the Board will provide a written report on the activities of the Board to Council, will be in attendance at Council meetings and will report back to the Board as relevant. Academic Board will bring to the attention of the Council and/or the Vice-Chancellor any issues arising on which the Council should be advised.

8. Membership

The membership of Academic Board shall be composed as follows:

Vice-Chancellor	1	Appointed
Provost	1	Appointed
Deputy Vice-Chancellor Māori	1	Appointed
Dean, Pacific	1	Appointed
University Registrar	1	Appointed
Chairs of Subcommittees	7	Appointed
Pūkenga Tiriti	1	Appointed
Māori Academic Staff Representatives	3	Elected
Academic staff: Three from each College	15	Elected
Student Representatives	5	Appointed
Total Membership	36	

8.1 Non-members in Attendance

The Board may wish non-members to attend meetings of the Board with the consent of the Chair. Speaking rights may be granted through the Chair but they will not have voting rights.

8.2 Power to Co-opt

The Board Chair may, at their discretion, co-opt up to three additional members to provide expertise or advice on specific matters where this is considered necessary. The co-opt tenure will be clearly defined and must not exceed 12 months. These co-opted members will have full rights.



9. Elections and Appointments

The majority of members of the Board will be elected members. Elections will be carried out in accordance with university practices.

9.1 Academic Staff

Three academic staff from each College are to be elected, one of whom must be a Professor.

9.2 Māori Academic Staff Representatives

Three Māori academic staff representatives will be elected as members of the Board one of whom must be a Professor. All Māori academic staff with permanent employment status will comprise the Māori Academic Electoral College, and be eligible to nominate and be elected. The Deputy Vice-Chancellor Māori will co-ordinate the process for electing these members.

9.3 Student Representatives

Up to five (5) student representatives will be appointed as student representatives by Te Tira Ahu Pae.

10. Chair of Academic Board

The Chair of the Board will be appointed by Council from amongst the appointed and elected members of the Board in consultation with the Vice-Chancellor and shall not be a member of the Senior Leadership Team.

11. Term of Appointment

11.1 Chair

The term of appointment for the Chair of the Board will be three years.

11.2 Appointed Members' Positions

Members appointed to the Board by way of their position will hold membership of the Academic Board for the duration of their substantive position appointment.

11.3 Academic Staff and Māori Academic Staff Members

The term of appointment for the elected academic staff and Māori academic staff members will be three years.

11.4 Student Representatives

Student representatives will be appointed by Te Tira Ahu Pae for a term of one year with the option of extending the term for another year if they remain a student representative through Te Tira Ahu Pae. Student representatives should have been an enrolled student within twelve months of being appointed to Academic Board.

12. Induction

The Chair will be responsible for ensuring that new members to the Board are appropriately inducted into the role of the Board, its place in the decision-making of the university, the Board's standing orders and procedures, and the role and responsibility of members.

13. Document Control

Approved by Massey University Council on 7 December 2023. To be reviewed December 2025.



UNIVERSITY OF NEW ZEALAND

Massey University Policy Guide

GENERATIVE ARTIFICIAL INTELLIGENCE IN ASSESSMENT POLICY

Section	Academic
Contact	Office of the Provost
Last Review	May 2025
Next Review	May 2026
Approval	AB25/26
Effective Date	May 2025

Purpose:

To provide guidance to students and staff of Massey University Te Kunenga ki Pūrehuroa regarding the use of generative artificial intelligence (GenAI) in student assessments.

To strike a balance between embracing ethical and responsible use of generative artificial intelligence in teaching and learning, and ensuring academic integrity is upheld as a foundational value of all academic work at the University.

Policy:

1. GenAI tools may only be used to support students' own intellectual and scholarly work, not as a substitute for it. The use of GenAI tools by students in the completion of assessments is framed by the Artificial Intelligence Use Framework (the Framework).
2. Student use of GenAI tools must be in accordance with the Framework level allocated to the specific assessment task. Students may only use artificial intelligence in the process of generating work for assessment to the extent that has been explicitly allowed in the relevant assessment criteria for that assessment.
3. Students must disclose and acknowledge the extent of their use of artificial intelligence. In addition to a declaration by the student regarding the tools or technology used in any work submitted for assessment, students may also be required to submit a record of all prompts used, to maintain a full document version history for the completed assessment, and to provide evidence of their assessment work in relation to any learning outcome.
4. Students must always act in accordance with the principles of academic integrity in their learning and research. In the context of the use of GenAI, this means that:
 - 4.1 Artificial intelligence tools and technologies must not be used for any assessment where the assessment criteria specifies that generative artificial intelligence tools and technologies may not be used.
 - 4.2 Generative artificial intelligence tools must not be used to generate any parts of assessment submissions without independent development and critical refinement of the GenAI outputs by the student, and fact checking and confirmation of scholarly sources.

- 4.3 Artificial intelligence may only be used in accordance with the AIAS level and specific requirements set for the particular assessment.
- 4.4 The inappropriate use of artificial intelligence in any assessment may constitute a breach of academic integrity, as set out in the Student Academic Integrity Policy, Code of Responsible Research Conduct, or other Massey University Policy dealing with academic integrity.
5. Students are responsible for everything they upload into GenAI tools, and must abide by copyright, intellectual property, privacy and data security and data sovereignty expectations.
6. To support students' development of AI knowledge and skills, staff are encouraged to integrate the use of artificial intelligence into their teaching, and to provide students with clear guidelines on the ethical and appropriate use of artificial intelligence in the context of the discipline and the type and level of assessment.

Definitions:

Academic integrity: a guiding principle of academic life, which refers to acting with honesty, responsibility and openness in all academic activity, outputs, and relations with others.

Artificial intelligence: the simulation of human intelligence processed by machines or computer systems. It includes the ability of a computer, or a robot or software controlled by a computer, to do tasks that are usually done by humans because they require human intelligence and discernment, such as the ability to reason, discover meaning, generalise, or learn from past experiences.

Artificial Intelligence Use Framework:

Based on the work of Perkins, Roe & Furze (2024)¹, the artificial Intelligence Use Framework (below) is a framework with four levels which outline how AI can be integrated and used to support students in their work while at the same time ensuring that the final submission is independently developed with the requisite level of critical thinking and analysis from the student.

AIAS Level	Description
NO AI	The assessment is completed entirely without AI assistance in a controlled environment ensuring that students rely solely on their existing knowledge, understanding and skills.
AI PLANNING	AI may be used for pre-task activities such as brainstorming, outlining and initial research. This level focuses on the effective use of AI for planning, synthesis and ideation, but assessments should emphasise the ability to develop and refine these ideas independently.
AI COLLABORATION	AI can be used to help complete the task, including idea generation, drafting, feedback, and refinement. Students should critically evaluate and modify the AI suggested outputs, demonstrating their understanding.

¹ Perkins, M., Roe J., & Furze, L. (2024) The AI Assessment Scale Revisited: A Framework for Educational Assessment *arXiv preprint arXiv:2412.09029*.

AI EXPLORATION	AI is used creatively to enhance problem-solving, generate novel insights, or develop innovation solutions to solve problems. Students and educators co-design assessments to explore unique AI applications within the field of study.
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Assessment: the process of judging how effectively learning is occurring through a process of generating and collecting evidence of a student's attainment of knowledge and skills and comparing that evidence against the assessment criteria.

Assessment criteria: statements that describe how student performance in relation to the stated learning outcomes will be recognised.

Evidence: materials provided by a student to demonstrate their competence against specific learning outcomes.

Learning outcomes: statements of the knowledge, skills, and attitudes that students are expected to demonstrate as a result of successfully completing a course of learning. Learning outcomes are usually stated in terms of observable and/or measurable behaviour.

Audience:

All staff and students

Relevant legislation:

None

Legal compliance:

None

Related policies and procedures:

Massey University Assessment Handbook

[Code of Responsible Research Conduct](#)

[Academic Integrity Procedures for the Managing Student Breaches](#)

[Academic Integrity Policy](#)

[Student Disciplinary Regulations](#)

Document Management Control:

Prepared by:	Office of the Provost
Authorised by:	Provost
Approved by:	AB25/26
Date issued:	February 2023
Last review:	May 2025
Next review:	May 2026



ACADEMIC BOARD COMMITTEES
UNIVERSITY RESEARCH COMMITTEE
TERMS OF REFERENCE

1. Constitution

The Massey University Academic Board is a Board established under the provisions of the Education and Training Act 2020. pursuant to Section 182(2) of the Education Act 1989. The Academic Board is empowered to convene sub-committees to undertake specific duties on behalf of the Board. For the avoidance of doubt, all sub-committees constituted by the Academic Board are hereby deemed to be Committees of the University Council ~~that are appointed pursuant to Section 193 of the Education Act 1989.~~ All delegations by the Academic Board to its sub-committees are hereby deemed to be delegations by Council to its Committees. Those sub-committees may further delegate to members of staff.

2. Objectives

The Massey University *Research Strategy* sets out the University's approach to achieving and maintaining research excellence. The University Research Committee is a primary agent for delivery on the commitments in the *Research Strategy*, through the support and development of high quality research and researchers. The Committee has a key role in implementing the strategy through ensuring strategic and transparent decision-making processes around investment in research resources; effective engagement with research staff; building on and disseminating best practice; supporting researcher development; and encouraging, recognizing and fostering research excellence to grow the depth and breadth of research, both domestically and internationally, especially in the University's signature research areas.

3. Responsibilities

Council delegates the following powers to the Academic Board, and in turn, the University Research Committee will:

- (a) Provide advice to Academic Board on the strategic direction for research at the University
- (b) Function as an interactive forum for discussing, developing, implementing and disseminating positions on research and research training
- (c) In association with the Deputy Vice Chancellor Research & Enterprise (DVCRE) ~~Provost~~, lead the preparation of an overarching research strategy for the University
- (d) Evaluate and monitor research policies and recommend any new policies, or amendments, to the Academic Board
- (e) Actively support the Academic Board in its endeavours to demonstrate leadership as a Te

Tiriti o Waitangi-led University, including developing an understanding of what being Tiriti-led means within the context of the committee's responsibilities as the University moves toward the enactment of Te Tiriti in practice

- (f) Compile reports and data on the progress of University research and the implementation of the University Research Strategy, including the commissioning of benchmarking reports
- (g) Provide research leadership to enable Massey University to optimise its standing in any external audit process that evaluates research excellence (e.g. TEC Performance Based Research Fund)
- (h) Provide leadership on matters relevant to research students, including contributing to the development of doctoral programmes and other higher-level research programmes to ensure these align with, and are supportive of, the Massey University *Research Strategy*
- (i) Ensure that appropriate research career development provision is fostered at both institutional and college levels, including oversight of those processes that lead to the awarding of the annual Massey University research awards and medals.
- (j) Propose an annual budget to the [DVCREProvost](#) for the operations of the Committee and advise the [DVCREProvost](#) on the annual distribution of a proportion of internal research funds to:
 - (i) College research committees; (ii) Strategic Research Excellence Fund; (iii) Massey University Research Fund, and (iv) University Research Medals
- (k) Oversee the implementation and review of the Code of Ethical Conduct and the Code of Responsible Research Conduct
- (l) Constitute such sub-committees as it thinks fit for the purposes of its business. Such sub-committees shall report to the Committee on matters within their designated areas of responsibility according to a timeframe established by the Academic Board, and
- (m) Ensure that its decisions are disseminated and implemented at the appropriate levels within the University.

4. Sub-committees

There are major sub-committees of the University Research Committee: University Doctoral Research Committee; Ethics Committee Chairs' Committee, College research committees, and the University Awards Selection Committee. The University Research Committee periodically will review the functioning of its sub-committees.

4.1. Doctoral Research Committee

The University Doctoral Research Committee (DRC) will function as a subcommittee of the Research Committee. The Chair of the DRC will be appointed by the [DVCREProvost](#) but is normally the Dean [Postgraduate](#) Research. The role and function of the DRC is to oversee the administration of the University's doctoral degrees, and to maintain and promote the integrity and quality of these degrees. It will be responsible for:

- (a) developing proposals for changes to University Doctoral regulations, policy and procedures for doctoral programmes
- (b) advising the Dean of the Graduate Research School on matters relating to the maintenance of excellence in the doctoral programmes
- (c) receiving reports relating to the administration of the University's doctoral programmes, including the admission, research progress, examination of candidates, and approval of

- examination results
- (d) providing information on doctoral programs to staff and candidates
- (e) advising the University Research Committee and Academic Board on matters relating to doctoral programs, and
- (f) considering matters referred to the Committee by the University Research Committee, Academic Board and other relevant committees and advising accordingly.

4.2 Ethics Committee Chairs' Committee

As set out in its Terms of Reference, the role and function of the Ethics Committee Chairs' Committee is to provide assurance to the Health Research Council, the Ministry for Primary Industries and the Senior Leadership of the University via the University Research Committee that the Code of Ethical Conduct for Research, Teaching and Evaluations Involving Human Participants and the Code of Ethical Conduct for the Use of Animals for Research, Testing and Teaching effectively supports the University's obligation to (i) maintain the highest ethical standards and (ii) permit public scrutiny of those standards, pursuant to Section 161(3)a of the Education Act 1989. It is responsible for:

- (a) advising the ~~DVC~~~~Provost~~ through the Chair, Ethics Chairs Committee~~Director of Research Ethics~~ of any matters brought to the attention of the subcommittee concerning the responsible conduct of research
- (b) consulting with the University community on the Code of Ethical Conduct for Research, Teaching and Evaluations involving Human Participants and recommending changes as necessary
- (c) consulting with the University community on the Code of Ethical Conduct For the Use of Animals for Research, Testing and Teaching and recommending changes as necessary
- (d) determining issues which need to be addressed in educational programmes for staff and students
- (e) ensuring that appropriate education is provided for all committee members
- (f) ensuring that each of the Human Ethics Committees operates in an equivalent manner
- (g) reviewing and auditing the procedures of the Ethics Committees
- (h) reviewing complaints about the performance or the decision-making processes of the Human Ethics Committees
- (i) reviewing the Terms of Reference of the Ethics Committees, including the Procedures for Nomination and Selection of Academic Members, Procedures for Nomination and Selection of Community (Statutory) Members, Ethics Committees Membership Declaration, Ethics Committees Reconsideration Procedures, Ethics Committees Complaints Procedures, Ethics Committees Guidelines for Annual Report, and recommending changes as necessary
- (j) monitoring the ethics website and application/notification documentation and making changes as necessary, and
- (k) reporting to the Health Research Council on behalf of the human ethics committees and to the Ministry for Primary Industries on behalf of the animal ethics committee.

4.3 College Research Committees

The College research committees (or their approved equivalents) will be chaired by the College Research Director (or Pro Vice-Chancellor's nominee) and have a membership which is representative of the academic leadership. The committees provide the support needed to develop and manage College Research Strategies and their contribution to the Massey University *Research Strategy*. College research committees provide regular reports to the

University Research Committee, including minutes of their meetings. College research committees (or their approved equivalents) will be responsible for recommending the distribution of the institutional funds for research support according to College Research Strategies and according to University Research Committee conditions and procedures.

4.3 University Awards Selection Committee

The University Awards Selection Committee will function as a sub-committee of the University Research Committee and will be chaired by the ~~Provost~~ [DVCRE](#). This committee will be responsible for assessing nominations for University Research Medals against the criteria in the Guidelines for Nominations for College Research Awards and Massey University Research Medals.

5 **Membership**

Title	No.
Chair - ~~Senior-Executive~~ Leadership Team (~~ESLT~~) member with portfolio responsibilities for Research matters	1
'Research Directors' or equivalent of the Colleges (or Pro Vice-Chancellor's nominee)	5
Deputy Vice-Chancellor Māori (or nominee, who shall be an active and experienced researcher)	1
Dean Pacific (or nominee, who shall be an active and experienced researcher)	~~1~~
Dean ~~Postgraduate~~ Research (deputy chair), Graduate Research School and Ethics	1
Director, Research Operations	1
University Librarian	~~1~~
~~Chair, Ethics Chairs Committee~~ Director of Research Ethics	1
Up to two early career researchers (selected from College nominees and appointed by the Chair for a two-year term)	1-2
Up to three postgraduate research student representatives, including one Māori postgraduate research student representative (selected from College nominees, and appointed by the Chair for a one-year term with option to review and reappoint for one further year)	2-3
Total membership	~~163-185~~
In attendance: Secretary to the University Research Committee; International Research Rankings Advisor; Manager Researcher Development Innovation and Impact and Innovation	3

5.1 Power to co-opt

The Committee shall have the power to co-opt additional members as may be required and for a maximum term of three years.

5.2 Named alternates

All members (with the exception of the early career researcher and student representatives) must nominate a **named and standing alternate** member. Committee members will make best efforts to attend all meetings. Where the committee member is unavailable and cannot attend a meeting, the named and standing alternate will attend in their place, will participate as a full member of the University Research Committee for the meeting(s) and will count towards the

quorum. The term of appointment for a named alternate will end at the time that the Committee member leaves the Committee. That individual may be named as an alternate by another Committee member after that time. When both the committee member and the named alternate are unavailable and cannot attend a meeting, no proxy shall be provided.

5.3 Expectations of committee members

Membership of the University Research Committee carries with it a responsibility to attend meetings and to engage in the work of the committee, which may include contributing to sub-committee work outside regular meeting times.

6. Meetings protocols

6.1 Quorum

A quorum will consist of half the current members plus one, and no business will be transacted, or major decisions made unless a quorum is present. In exceptional circumstances, delegated authority resides with the Chair.

6.2 Timing and frequency of meetings

Normally the Committee will meet monthly.

6.3 Standing Orders

Unless otherwise specified in these Terms of Reference, or the University Research Committee's Terms of Reference which contain rules around election of members and terms of appointment, the conduct of meetings of the University Research Committee will be subject to the Procedures for Council and Council Committees as amended from time to time. Where procedures are not specified, they shall be determined by the Chair with reference to established Council meeting practices and procedures.

6.4 Agenda, administration and minutes

Meetings will be conducted in two parts. Part One will consist of general business and the public may attend, whereas Part Two will exclude the public so that matters may be discussed without public disclosure. The Committee will operate under the principle that the information shall be made available unless there is good reason for withholding it. Grounds for excluding the public may include commercial sensitivity of the information, and protection of the privacy or the safety of persons. When determining grounds for excluding the public the Committee shall consider the provisions of the Local Government Official Information and Meetings Act 1987, the Official Information Act 1982 and the Privacy Act 1993.

Research Operations will provide secretarial and administrative support. Minutes will be presented to the University Archive Office on an annual basis.

6.5 Deputy Chair

A Deputy Chair will be appointed by the Chair, to act in the absence of the Chair. This will normally be the Dean Research or equivalent role. If the Dean Research is unable to take up this role, then expressions of interest will be called from among the Committee members. Appointments will be for a term of two years and take place through a biannual process at a February meeting of the Committee.

7. Reporting procedures

Minutes of the committee will be forwarded to the Academic Board after each meeting, and on both an annual and as-needs basis, and report on all matters submitted to it by Council for report. The Chair of the University Research Committee will be responsible for speaking to specific items of business and recommendations from the Committee to Academic Board for review and action, as required. Annually, and as otherwise required by the Academic Board, the University Research Committee shall furnish to the Academic Board a report on its activities and the exercise of its delegation.

8. Induction

The Chair will be responsible for ensuring that new members to the University Research Committee are appropriately inducted into the purpose of the committee and its place in the decision-making of the University, the committee's standing orders and procedures, and the role and responsibility of members.



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ORCID RESEARCHER IDENTIFIER POLICY

Section	Research Operations
Contact	Office of the DVCRE
Last Review	TBA (ELT final approval date)
Next Review	TBA (3 or 5 years from last review date)
Approval	ELT
Effective Date	

1.0 Purpose

The purpose of this Policy is to ensure the consistent identification of Massey University researchers and the accurate attribution of research activity by recognised researcher identifiers, specifically ORCID iDs. In doing so, this Policy supports the integrity, discoverability, management, and reporting of research activities and outputs undertaken by Massey University researchers.

2.0 Scope

This Policy applies to:

- Research-active staff employed by Massey University;
- Adjunct, honorary and emeritus appointees undertaking research through Massey University;
- Doctoral candidates enrolled at Massey University; and
- Other research students as specified in this document and associated Guidelines.

3.0 Definitions

- **Researcher:** A person covered by the scope of this Policy who undertakes research, scholarly activity, research supervision, publication, or research funding activity through Massey University. *Note: For the purposes of this Policy, "researcher" refers to research activity undertaken through Massey University and does not necessarily indicate that the person holds a designated research role or position as defined by their role description or by a government funder.*
- **ORCID iD:** An Open Researcher and Contributor Identifier (ORCID iD) is a unique, persistent, and internationally recognised digital identifier that distinguishes a researcher and supports the accurate attribution of their research activities and outputs.
- **Profile Management System:** The University's approved system for the collection, management and reporting of staff information, including research activities. Currently the Massey system that is used to capture that information is Symplectic Elements.



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- **Research-active Staff:** Staff whose role includes research, scholarly activity, supervision of research students, publication of research outputs, or application for research funding.
- **Research-active students:** Students who undertake a significant research component as part of their programme of study or through participation in a University-approved research project, and who may produce research outputs, publications, conference presentations, creative works, research data, or other scholarly contributions. This includes all doctoral students, and potentially research master's and honours students, but not those where their degree is delivered only through coursework unless the individual is named as part of a recognised research project*.
- A **recognised research project*** is a time-bound programme of research led or supervised by a suitably qualified Massey University researcher, supported by internal or external funding or approved institutional resources, conducted with at least one identified collaborator or stakeholder, governed by defined objectives, methodology, and deliverables, and subject to appropriate university approvals, compliance requirements, and reporting obligations.

4.0 Policy Statements

4.1 Researcher Identifier Requirement

Research-active staff and students must obtain and maintain an ORCID iD for the duration of their employment, appointment, or enrolment with Massey University.

4.2 Use of ORCID iD

ORCID iD is Massey University's primary researcher identifier for the purposes of researcher identification, attribution of research outputs, and institutional reporting.

Other researcher identifiers (e.g. Scopus ID, ResearcherID) may be used in addition to an ORCID iD; however, they are not considered equivalent to, nor do they replace, an ORCID iD.

4.3 Research Information and Reporting

Researchers are expected to maintain a current ORCID iD and publication records to support streamlined:

- attribution of their research outputs;
- research reporting requirements;
- funding and compliance obligations;
- integration with university research information and reporting systems,
- institutional planning and analysis; and
- public research visibility and discoverability.

4.4 Privacy and Researcher Control

Researchers retain ownership and control of their ORCID iD and associated privacy settings. Massey University will use researcher identifier information only for legitimate research administration, reporting, compliance, and attribution purposes, in accordance with applicable legislation and University policy.

5.0 Responsibilities

5.1 Researchers

Researchers are responsible for:

- obtaining and maintaining a single ORCID iD
- linking their ORCID iD to their Symplectic Elements institutional profile and to the Pacific Region ORCID Hub (see the associated Guidelines);
- claiming research publications as soon as practicable when they are prompted to do so;
- ensuring information they provide is accurate and up to date; and
- compliance with this policy.

5.2 Managers and Supervisors

Managers and supervisors are responsible for supporting awareness of this Policy and associated guidelines within their areas of responsibility.

Specific compliance and monitoring processes are set out in the associated Guidelines.

5.3 Research Operations

Research Operations can provide managers and supervisors with information on whether research staff have linked their ORCID iD to the Pacific Region ORCID Hub, their Symplectic Elements profile and/or provided an ORCID iD when applying for an internal or external grant.

5.4 Massey University

Massey University will:

- provide appropriate systems, guidance and support;
- respect researcher ownership and control of ORCID records;
- manage research information responsibly and transparently; and
- periodically review the effectiveness of this Policy and associated Guidelines.

6.0 Assurance Statement

Massey University supports the ethical, transparent, and responsible use of researcher identifiers.

The University recognises that ORCID iDs are researcher-owned identifiers and will respect researcher control over their records, privacy settings, and permissions. The University will seek appropriate authorisation before creating, updating, or connecting institutional information to a researcher's ORCID record.

7.0 Audience

All staff, but primarily staff involved in research activities (including managers, supervisors, adjuncts and honorary positions) and research students.

8.0 Relevant legislation

- Research, Science and Technology Act 2010
- Education and Training Act 2020
- Privacy Act 2020

9.0 Legal compliance

All obligations of the Research, Science and Technology Act 2010, the Education and Training Act 2020 and Privacy Act 2020 will apply to this policy except where there has been a specific exemption granted by the Minister of Universities or the University Research Committee.

10.0 Related documents

- ORCID Researcher Identifier Guidelines

11.0 Document Management Control

Prepared by: Senior Research Management Advisor

Authorised by: Acting Deputy Vice Chancellor Research & Enterprise (DVCRE)

Approved by:

Date issued: Day Month year

Last review: Month and year

Next review: Month and year