

Academic Board Agenda Part I

Wednesday 12 October 2022, 1.30pm – 3.30pm

Via Zoom <https://massey.zoom.us/j/88557976025?pwd=YitRN0Q2eDk3SHF6ejBTSEIRYnVJQT09>

Item	Subject/Topic	Timing	Action	Presenter	Paper	Page
PROCEDURAL MATTERS						
1.1	Introduction/Mihimihi	1.30pm	-	Chair	Verbal	
1.2	Apologies/Quorum		(Info)	Chair	Verbal	
1.3	Declaration of Interests			Chair	Verbal	
1.4	Meeting Agenda Review				Verbal	
1.5	Confirmation of Minutes Academic Board Meeting 14 September 2022 – Part I		(Decision)	Chair	AB22/10/257	3-7
1.6	Matters Arising		(Info)	Chair	Verbal	
1.7	Action Schedule - Part I		(Info)	Chair	AB22/10/258	8
1.8	Academic Board Work Plan 2022		(Info)	Chair	AB22/10/259	9
STRATEGIC UPDATES						
2.1	Chair's Report – Part I	1.40- 1.45	(Info)	Chair	Verbal	
2.2	Vice-Chancellor's Report – Part I	1.45- 1.50	(Info)	Vice-Chancellor	AB22/10/260	10-13
2.3	Provost Report	1.50- 2.05	(Info)	Provost	Verbal	
2.4	Student Report	2.05- 2.10	(Info)	Student Member	Verbal	
2.5	Institutional Partnerships Policy	2.10- 2.15	(Info)	Provost	AB22/10/261	14-24
PAPERS FOR NOTING ★						
3.1★	College of Humanities and Social Sciences College Board Minutes 19 August 2022 Part I		(Info)		AB22/10/262	25-29
3.2★	College of Business College Board Minutes 16 August 2022 Part I		(Info)		AB22/10/263	30-44
3.3★	Academic Committee Minutes 9 August 2022 Part I		(Info)		AB22/10/264	45-51
3.4★	University Research Committee Minutes 25 August 2022 Part I		(Info)		AB22/10/265	52-58
EXCLUSION OF PUBLIC						

4.1	Public Exclusion Resolution	2.15pm	(Decision)	Chair	AB22/10/266	59
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MASSEY UNIVERSITY COUNCIL
MINUTES OF THE ACADEMIC BOARD

HELD VIA VIDEOCONFERENCE
on

WEDNESDAY 14 SEPTEMBER 2022 AT 1.30 PM

PART I

Present:

Associate Professor Claire Matthews (Chair), Vice-Chancellor Professor Jan Thomas, Marla Beissel, Dr Maria Borovnik, Professor Dianne Brunton, Jacalyn Clare, Associate Professor Jenny Coleman, Professor Stephen Croucher, Associate Professor Jo Cullinane, Professor Meihana Durie, Professor Lisa Emerson, Michaela Futter, Professor Simon Hall, Professor Huia Jahnke, Professor Jill McCutcheon, Professor Jane Parker, Professor Margaret Petty, Dr Marta Rychert, Distinguished Professor Peter Schwerdtfeger, Arapera Taiapa-Johnson, Associate Professor Fiona Te Momo, Professor Carol Wham, and Professor Cynthia White.

In Attendance: Council member Alistair Davis, Director Governance and Assurance Jodie Banner, Academic Board Secretary Christabelle Marshall, and Executive Officer to Council Maryse Ropiha.

Apologies: Provost Professor Giselle Byrnes, Professor Chris Cunningham, Professor Tasa Havea, Fiona Lu, Dr Tere McGonagle-Daly, Professor Julieanna Preston, Associate Professor Veronica Tawhai, Associate Professor Oli Wilson and Professor Georg Zellmer; and for lateness from Professor Margaret Petty; and for early departure from Professor Cynthia White.

1. PROCEDURAL MATTERS

1.1 Introduction/Mihimihi

The Chair opened the meeting with a mihimihi and welcomed all members present and those in attendance.

NOTE: Paper AB22/09/248 (Item 3.1) and the additional late document AB22/09/256 were considered in Part II [Public Excluded] of the meeting and the final decision subsequently transferred back to Part I [Public] as Item 4.2.1 of the minutes.

1.2 Apologies

The apologies were noted by the Board.

1.3 Declaration of Interests

No interests were declared for the meeting.

1.4 Meeting Agenda Review

No items were unstarred in the agenda for discussion.

1.5 Confirmation of Minutes of Meeting held on 13 July 2022 – Part I (AB22/09/225)

RESOLVED:

(Thomas/Croucher)

THAT the Academic Board adopts the minutes of the meeting held on 13 July 2022 as a true and correct record.

CARRIED

1.6 Confirmation of Minutes of Meeting held on 17 August 2022 – Part I (AB22/09/226)

RESOLVED:

(Wham/Croucher)

THAT the Academic Board adopts the minutes of the meeting held on 17 August 2022 as a true and correct record.

CARRIED

1.7 Matters Arising

There were no matters arising from the minutes.

1.8 Action Schedule - Part I (AB22/09/227)

The Chair provided an update on progress of some actions in the schedule and noted those that were now closed. The Board noted the Action Schedule.

1.9 Academic Board Work Plan 2022 - Part I (AB22/09/228)

The Board noted the 2022 Work Plan.

2. STRATEGIC UPDATES

2.1 Chair's Report

The Chair provided a verbal report for Part I, noting the following items:

- Academic Board Elections: The resignation of Associate Professor Jenny Coleman and Professor Rebecca Sinclair from Academic Board was noted and the Chair acknowledged the significant and thoughtful contributions both members made during their membership on the Board. Academic Board Elections were underway in both College of Creative Arts and College of Humanities and Social Sciences to fill these new vacancies.
- Council Student Member Elections: Noted that the Council Student Member Elections were due to commence with nominations opening on 16 September.
- Tikanga Māori Discussion: The Chair attended a meeting with DVC Māori Professor Meihana Durie to progress the current discussions on tikanga Māori and the appropriateness of performing karakia at meetings of Academic Board. It was noted that the Office of DVC Māori would write a karakia for use specifically by Academic Board. The Chair of Academic Board would be responsible for performing the karakia at each Board meeting with it expected that this practice would commence in 2023.

DVC Māori Professor Meihana Durie advised of the current progress of this item and confirmed that the Academic Board karakia would be tailored to be relevant in the space of

Academic Board meetings. It was noted that it was important to protect the integrity of karakia and tikanga Māori. The Office of DVC Māori would also provide support to Academic Board members through workshops, for those who wish to deepen their understandings in this space.

A Board member questioned how other committees should operate in this time regarding this practice. It was noted that the discussion at Academic Board would be beneficial as a reference point for other committees and their practices.

2.2 Vice Chancellor's Report (AB22/09/229)

The Vice-Chancellor noted her report, and the following additional items:

- Te Wiki o te Reo Māori: The importance of this week was acknowledged and the historical significance of today, being 50 years since Te Petihana Reo Māori was presented to Parliament. It was also noted the positive media attention Massey's Te Pūtahi-a-Toi had received as part of this week. Appreciation was expressed to Professor Huia Jahnke as director of the teaching training centre and her work in this area.

***ACTION:** Congratulatory letters to be sent on behalf of the Board to award recipients as listed in the Vice-Chancellor's report.*

A Board member noted the current reprioritisation of capital budgets and suggested that SLT provide further clarity to staff around the difference between operational and capital expenses.

The Vice-Chancellor advised that there had been regular updates to staff over the years and agreed that it may be beneficial to have definitions and information readily available for staff to access.

2.3 Provost Report

There was no Provost report provided in Part I.

2.4 Student Report

Jacalyn Clare provided a verbal update on behalf of the student membership of Academic Board which focussed on the Massey@Distance research project involving the distance students' experiences at Massey. It was noted that the first presentation of findings would be published in November.

2.5 Tikanga Māori Discussion Update

This item was covered as part of item 2.1 Chair's Report.

3. ACADEMIC PROGRAMMES

3.1 Academic Progression Policy and Procedures Update - ESAP/NPE Progress (AB22/09/230)

Associate Professor Jo Cullinane spoke to the progress report and noted the processes for proactive student support.

Board members acknowledged the extensive work that had gone into this area to date. It was noted that regular progress updates would be beneficial. The Board was overall supportive of the shift to more focused proactive care and support for students. It was suggested that this process be outlined to students, to ensure they were aware of the process.

It was noted there were a variety of difficulties with atypical enrolments, and work would continue in this area.

4.1 PAPERS FOR NOTING

- ★ 4.1.1 College of Business Board Minutes 19 July 2022 Part I AB22/09/231
- ★ 4.1.2 College of Sciences Board Minutes 21 July 2022 Part I AB22/09/232
- ★ 4.1.3 College of Creative Arts Board Minutes 20 May 2022 Part I AB22/09/233
- ★ 4.1.4 College of Humanities and Social Sciences Board Minutes 15 July 2022 Part I AB22/09/234
- ★ 4.1.5 Academic Committee Minutes 12 July 2022 Part I AB22/09/235

The Board noted the minutes as listed.

4.2 DECISIONS TRANSFERRED FROM PART II OF THE ACADEMIC BOARD MEETING

4.2.1 Conferment of Degrees and Awarding of Diplomas and Certificates (AB22/09/248)

RESOLVED: (Matthews)

THAT the Academic Board approves the degrees be conferred, and the certificates and diplomas be awarded to those as listed in document AB22/09/248 and the seal affixed to the parchments.

CARRIED

5. MOVING INTO PART II - EXCLUSION OF THE PUBLIC (AB22/09/236)

RESOLVED:

THAT the Academic Board exclude the public from the papers as noted in the table below, excluding Council member Alistair Davis, Executive Officer to Council Maryse Ropiha, Director Governance and Assurance Jodie Banner and Academic Board Secretary Christabelle Marshall.

General subject of each matter to be considered		Reason	Section 48(1) grounds
22/09/237	Confirmation of Minutes Academic Board Meeting 13 July 2022 – Part II	For the reasons set out in the Part I minutes of the Academic Board of 13 July 2022 held with public present.	
22/09/238	Confirmation of Minutes Academic Board Meeting 17 August 2022 – Part II	For the reasons set out in the Part I minutes of the Academic Board of	

General subject of each matter to be considered		Reason	Section 48(1) grounds
		17 August 2022 held with public present.	
22/09/239	Academic Board Action Schedule - Part II	Improper gain or advantage	s7(2)(j)
22/09/240-242	Chair's Report – Part II (Appendices and Verbal Update)	Improper gain or advantage Personal privacy	s7(2)(j) s7(2)(a)
Verbal	Vice-Chancellor's Report – Part II	Improper gain or advantage Personal privacy	s7(2)(j) s7(2)(a)
22/09/243	Māori Staff Representation on Council	Improper gain or advantage Allow free and frank expression Protection from improper pressure or harassment	s7(2)(j) s7(2)(f)(i) s7(2)(f)(ii)
22/09/246-247	Advice on Recording of Meetings	Improper gain or advantage Allow free and frank expression Protection from improper pressure or harassment	s7(2)(j) s7(2)(f)(i) s7(2)(f)(ii)
22/09/248	Conferment of Degrees & Awarding of Diplomas & Certificates	Personal privacy	s7(2)(a)
22/09/249	Qualification Review Report Response	Improper gain or advantage	s7(2)(j)
22/09/250	Qualification Review Report- Health Sciences	Improper gain or advantage	s7(2)(j)
Papers for Noting			
Policy on Academic Freedom			
College of Business Board Minutes 19 July 2022 - Part II			
College of Sciences Board Minutes 21 July 2022 - Part II			
College of Creative Arts Board Minutes 20 May 2022 - Part II			
College of Humanities and Social Sciences Board Minutes 15 July 2022 - Part II			
Academic Committee Minutes 12 July 2022 - Part II			

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

Part I of the meeting closed at 2.25pm

Signature: _____

Date: _____

Academic Board Action Schedule – Part I

ITEM	ACTION	RESPONSIBILITY	MEETING DATE REF	STATUS	DUE DATE
1	Institutional Partnerships Policy	Provost/University Registrar	June 2022	Revised document to come to AB in October for noting.	12/10/22
2	Provost to provide a paper to the Board, noting panel members of the Qualification Review Process.	Provost	July 2022	Requested information from Academic Committee 5/09.	TBC
3	Congratulatory letters to be sent on behalf of the Board to award recipients. Standing action following each Board meeting.	AB Secretary	September 2022	CLOSED. Sent 28/09.	12/10/22
4	Office of DVC Māori to write a karakia for use at Academic Board.	DVC Māori	September 2022	Discussed at September meeting. Workshops and use of karakia expected 2023.	2023
5	Review student representation requirements on Academic Board.	Chair/ Office of Governance and Assurance	September 2022	OPEN	12/10/22

	13 July	17 August 2022	14 September 2022	12 October 2022	16 November	Other
Location	Zoom	Zoom	Zoom	Zoom	Zoom	
Strategic / Academic Discussion	<ul style="list-style-type: none"> Tikanga Māori Discussion Māori Academic Representation on Council Proposed Academic Board Meeting Schedule 2023 	<ul style="list-style-type: none"> Cycle 6 Audit Draft Report Code of Practice Update AB Terms of Reference Update 	<ul style="list-style-type: none"> Tikanga Māori Discussion Māori Academic Representation on Council ESAP/NPE progress 	<ul style="list-style-type: none"> PBRF paper/ presentation Investment Plan update International Partnerships Policy Update 	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> Feb/March Induction Meeting Te Ara Paerangi
Academic Programme	<ul style="list-style-type: none"> CUAP Proposals Review of Qualification Review Process Conferment of Degrees 	<ul style="list-style-type: none"> CUAP Proposals Policy Reviews Procedure Reviews Conferment of Degrees 	<ul style="list-style-type: none"> Qualification Review Report Policy Reviews Conferment of degrees 	<ul style="list-style-type: none"> Qualification Review Reports Graduating Year Reviews CUAP Report Conferment of Degrees 	<ul style="list-style-type: none"> 	<ul style="list-style-type: none">
Papers for Noting	Confirmation of Minutes	Confirmation of Minutes	Confirmation of Minutes	Confirmation of Minutes	Confirmation of Minutes	<ul style="list-style-type: none">

DATE:	30 September 2022
AUTHOR:	Vice-Chancellor Professor Jan Thomas
SUBJECT:	VICE-CHANCELLOR'S PART I REPORT TO ACADEMIC BOARD PERIOD: AUGUST-SEPTEMBER 2022

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Recommendations

- Recommendation 1: That Academic Board note this update on current issues, key achievements and highlights arising during the reporting period.

Executive Summary

This report is intended to be a high-level summary overview of the reporting period. I have taken the opportunity to provide links to information for further detail. I wish to continue to emphasise that given the size, depth and diversity of our multi-campus university, this report can only provide a point-in-time record of the accomplishments of our staff, students and wider community. Please forgive me for not being able to mention all of the wonderful mahi and achievements of the Te Kunenga ki Pūrehuroa Massey University whānau, both individually and in partnership across the university, and externally with our many communities, at home and across the globe. Many of these stories can be found on the [Massey News site](#) and other internal communication channels detailed in this report.

I highlight in this report just a few of the university's efforts and achievements in making Massey a place of equity and excellence, for students, staff and our community. I will seek to ensure that the content reflects, and speaks to the enactment of new Strategic Plan, pou, attributes, and Te Tiriti foundation. In this regard, you will note that this report is now provided in a format and structure to reflect the four strategic pou of the university.

Te Pou Rangahau – Research

Examples of the delivery of research excellence and its impact include:

- *Whenua Haumanu and what it means for Massey*
The [most comprehensive study of pastoral farming ever undertaken in New Zealand](#) was recently launched at our Manawatū campus by Agriculture Minister Hon Damien O'Connor. Led by Massey, with research partners AgResearch, Lincoln University, and Dairy Trust Taranaki, the \$26.12 million

Whenua Haumanu programme will start in 2022 and continue for seven years. The Government is a key partner through its Sustainable Food and Fibre Futures (SFF Futures) fund, which is administered by the Ministry for Primary Industries. Approximately 35 staff members from the School of Agriculture and Environment, the School of Veterinary Science, the School of Natural Sciences, the School of Food and Advanced Technology, the FEAST (Food Experience and Sensory Testing) Laboratory and the Riddet Institute will be involved.

- *Massey researchers awarded funding for impactful projects – MBIE Endeavour Fund*
 In what is [Massey's largest ever cohort](#), five research projects have been awarded Smart Ideas funding by the Ministry of Business, Innovation and Employment.
- *Kiwi food science at the cutting-edge of global innovation*
 A game-changing technology developed at the Riddet Institute has won an [international award recognising its impact on addressing global iron deficiency](#). Ferri-Pro™ technology is used in Nestlé's new BUNYAD IRON+ milk powder, which has won the Innovation in Research & Development – Consumer Nutrition Award at the recent International World Dairy Summit held in New Delhi, India.

The International Dairy Foundation Dairy Innovation Awards offer a platform to showcase innovative processes, practices, and products that improve efficiency and contribute to the United Nations Sustainable Development Goals.

Earlier this month, Ferri-Pro™ also won an Australasian industry award. [Massey Ventures Ltd was awarded "Best Licensing Deal"](#) at the 2022 KCA Australasian Research Commercialisation Awards in Melbourne. The award recognises the sale of the FERRI-PRO technology to global food giant Nestlé. The patented technology targeting iron deficiency was developed by Massey researchers at the Riddet Institute. The sale represents the single biggest commercial deal to emerge from the university, both in terms of commercial impact and societal benefits.

Massey Ventures was also a finalist in the Best New Invention category for the patented Metal Organic Framework for Gas Adsorption. The technology aims to revolutionise the carbon-capture industry and support global decarbonisation efforts in the fight against climate change.

- *Australian Good Design Awards*
Conversāto – In the Company of Bees, a book containing photographs by Professor Emerita Anne Noble, and designed by Professor Anna Brown, both from the College of Creative Arts, has received an [Australian Good Design Award Best in Class accolade](#).

Also winning an award was a project by Toi Āria, a research centre within Toi Rauwhāangi, College of Creative Arts, in the Social Impact category in recognition of outstanding design and innovation. The project, led by Professor Brown, entitled The Invercargill Initiative – Creating a Bright Future with Invercargill's Young People, is a place-based social impact project creating a better future with New Zealand youth.

- *Massey graduates win James Dyson national design awards*
 Three Massey University industrial design graduates have taken [top honours in the James Dyson National Awards, making this the eighth consecutive year Massey students have won](#) the competition. Master of Design student Sarah Lakomy has been named the New Zealand winner for her product [Hatch](#), while fellow Massey graduates Thomas Mackisack's [Spot Check](#) and Jillian Miller's product [Somnum](#) were both named runner-up.

Te Pou Ako – Teaching and Learning

Examples of the delivery of an excellent learning environment include:

- *Celebrating Occupational Health and Safety at Massey*
 I note the celebration of [43 years of teaching, learning and research in Occupational Health and Safety](#) at Massey, along with recognition of the collaborative relationships that have supported its development. Over recent years, the relevance of this programme and the contribution of our staff, students and alumni in this and related fields has never been so apparent.

Mahi undertaken to foster, support and enable an excellent learning environment. Examples include:

- *Massey launches new Bachelor of Screen Arts with Honours*
 Massey will be [offering a new Bachelor of Screen Arts with Honours](#) (BSA Hons) degree that will ensure students graduate as highly employable screen professionals, with both specialist training and transferrable skills to match the development of the screen industries in Aotearoa New Zealand and internationally. The degree, which will be offered from Semester 1 2023, is an evolution of the current Bachelor of Creative Media Production delivered at the College of Creative Arts Toi Rauwhāangi in Wellington.

Te Pou Tangata – People

Mahi undertaken to foster, support and enable an inclusive, respectful and safe environment. Examples include:

- *Kōrero with staff*
Staff Update is a weekly e-newsletter that shares information from across the university and works in parallel with *People@Massey*, which celebrates staff achievements and shares insights into the work our people do. *Staff Update* always begins with the latest updates from SLT, whether it is a message from myself or other relevant information from others in the team. This enhances the visibility of SLT members and our decision making. *Staff Update* includes information and updates that do not warrant a *Massey-all* email.

We have also regularly been inviting staff feedback through an evergreen feedback mechanism, which you can find at www.massey.ac.nz/vcfeedback. This is monitored daily, and I respond to as many comments as is practical.

Massey-all emails are used for significant items of interest that are time-critical and important to all staff, and generally will come direct from the Vice-Chancellor and members of the university's Senior Leadership Team.

Massey-all emails sent over the reporting period are listed below, with full content available [<here>](#)

- 1 September – Update on General Administration and Finance Proposal for Change. From Shelley Turner, Deputy Vice-Chancellor University Services, on behalf of the Senior Leadership Team
- 14 September – COVID-19: University Operating Plan retired. From Professor Jan Thomas, Vice-Chancellor.
- 14 September – SLT Update: Reprioritisation of capital budgets. From The Senior Leadership Team.

Te Pou Hono – Connection

Mahi undertaken to create, honour and sustain meaningful connections and partnerships, and addressing the world's big problems, matters of national interest, and promoting leadership. Examples include:

- *Pacific Plan 2022-2027: Weaving wisdom into a resilient future*
 In my last report to Academic Board I mentioned that the Plan was in final draft. A comprehensive timeline for wider stakeholder consultation has been developed and has commenced with distribution of the draft plan on 15 September to University Research Committee for their meeting on 22 September. Consultation will close on 31 October. Following consultation and consideration of feedback, the Plan will be presented for SLT and Council for approval, in late 2022-early 2023.
- *Public Transport Equity*
 As chair of Universities NZ - Te Pūkai Tara (and Vice-Chancellor of Massey) I have written to Education Minister Chris Hipkins supporting the Aotearoa Collective for Public Transport Equity in calling on the Government to [make public transport free to students](#) and other New Zealanders on low incomes. This speaks to Massey's strategic pou and attributes.
- *Our Rainbow Tick is now reaccredited*
 We have been reaccredited with the Rainbow Tick and have come a long way since we first joined in 2017. Stefanie O'Brien from the Rainbow Tick attended our *Rainbow Experiences of Accessing Mental Health Support* Public Lecture in August and awarded us with our reaccreditation.
- *Tāwharau Ora – School of Veterinary Science's Farm Animal Hospital blessed*
 Tāwharau Ora School of Veterinary Science's recently completed [farm animal hospital was blessed](#) in September by Kaumatua Manu Kawana and representatives from Rangitāne o Manawatū, and is now open for use by staff and students.
- *Te Rau Karamu Marae award recognition – new taonga tuku iho*
 In my last report to you, I mentioned that Te Rau Karamu Marae at our Wellington campus [won regional architecture awards](#) in the education and interior sections. More recently, I was struck by [this beautiful testimony to Te Rau Karamu marae by ArchitectureNow](#). This adds to what is already a wonderful documenting and acknowledgement of the new taonga tuku iho of Aotearoa. If you click on the image in the article there is a slide-deck of images with captions. It was also a great lead-in to our celebrations for [Mahuru Māori – Māori Language Month](#) and Te Wiki o Te Reo Māori.



DATE:	3 October 2022
AUTHOR:	DVC Students and Global Engagement, Tere McGonagle-Daly Provost, Giselle Byrnes
SUBJECT:	Institutional Partnerships Policy and Procedures – Response to feedback from College Boards

Recommendations

- Note the content of this paper; and
- Note that after further consultation and review the Institutional Partnerships Policy and Procedures will be going to SLT for approval.

Purpose

At Academic Board's 15th June meeting, it was requested the Institutional Partnerships Policy be distributed to College Boards to receive feedback, prior to further discussion at Academic Board.

Feedback from College Board's was received and below is the response to each of the areas of feedback and next steps.

We are pleased to hear that overall, there was support for a university-wide approach for developing agreements.

Feedback and Responses

Feedback	Response
It was noted we need to increase the expectation for outcomes of agreements, with timeframes and performance metrics for these outcomes, and with clear processes for termination of non-performing agreements.	Agreed. Criteria and metrics will be created for agreements by type, for establishment, for monitoring and for termination of non-performing agreements. This will be part of the partnership guidelines, which will be available online for them to remain agile depending on University and potentially College priorities.
It was noted that while the categorisation table was useful, many of our current (and successful) partnerships did not readily map to these categories. It was suggested that the table be revised accordingly.	We have reviewed the existing agreements held by the Global Engagement, Global Partnerships and Domestic teams, and all of these can be linked to a partnership "type". If there are more unique partnership types, it would be useful to see examples of these for consideration. In saying that, the partnership types are simply a mechanism for the University to more clearly manage the

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	agreement and associated outcomes, but this doesn't exclude other new types that might be created in future.
The view was expressed there could be a greater emphasis on risk identification and mitigation.	As per our current process, a risk assessment/matrix would form part of the due diligence, and this would vary in detail based on partnership type/risk level. The higher the risk, the more detailed the due diligence process should be – but equally, the lower the risk, the simpler the due diligence process should be.
Operational details are key, in particular the, 'who does what?' across the Office of Global Engagement, the College, Schools and individuals. It is perhaps not yet clear of the role of the 'sponsor' compared to previous approaches with 'champions' working with their Head of School, the College, and the Office of Global Engagement.	<p>We will add more detail to this section to make this clearer – but as a start:</p> <p>The Sponsor will normally be an HOD or, if cross-College, then the new "College Director, International" or similar role for domestic partnerships. The Sponsor's role is very similar to that of a Champion in the past.</p> <p>For example, for international articulations:</p> <p>The OGE will</p> <ul style="list-style-type: none"> • Manage and coordinate the International Articulation Institutional Partnerships. • Assist the Sponsor with due diligence, risk assessment, financial arrangements and ensuring the Proposal is complete. • Review the Proposal against the agreed criteria and guidelines and aid the Sponsor to ensure alignment. • Provide cross-university relationship management. • Assist the Sponsor with negotiations with the Partner Institution. • Aid with ensuring alignment with relevant Frameworks e.g. the Globalization Framework and any TTOW Frameworks. • Determine appropriate agreement structures/templates, including seeking legal/tax advice where required. • Ensuring all Code requirements are met. • Take the Agreement through the required signature workflow. • Keep records of all relevant agreements.

	<p>The Sponsor (College and School) will...</p> <ul style="list-style-type: none"> • Engage with relevant academic, research and administrative stakeholders regarding the establishment of the opportunity. • Consult with the Primary Partnership Manager during the process, ensuring the Primary Partnership Manager is informed of the initiation of discussions with the Institutional Partner. • Liaise with the Partner Institution to establish the areas of cooperation and type of Institutional Agreements that are being sought. • Establish appropriate tikanga and kaupapa for each Institutional Partnership and ensure they are upheld. • Where required, complete course or programme equivalence assessments and the Institutional Agreement Programme Schedules as required. • Determine the financial and resource commitment required by Massey to establish and implement a successful Institutional Agreement. • Ensure alignment with any College specific strategies, priorities and approval processes. • Complete the due diligence (outlined below and in the Guidelines), alongside the Primary Partnership Manager or their delegate. • Complete a Proposal for the Institutional Partnership and/or Agreement. • Monitor the Institutional Agreement, through the reporting tools to be provided and any other QA measures which have been agreed. • Review and instigate a renewal or variation process when required.
<p>Observed there is current and ongoing discussion up to Council level around the interpretation and expectations of who speaks as a <i>partner</i> (Māori and Crown) under the Tiriti-led expectation of the University. We wonder if it may be pre-emptive under the proposed</p>	<p>Thank for raising this point and we will revise the wording. To clarify, the purpose of this section is to always indicate the Office of the DVC Māori will take oversight of the relevant kawa and tikanga regarding the management of</p>

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<p>policy to embed this obligation solely within the remit of DVC Māori. Further, the prospect that the DVC Māori (or future Tiriti-led Māori partner) would not have an active interest in Institutional Partnerships which are not Māori could be construed as counter-productive to developing mature Tiriti-led processes, decision-making and achieving authentic strategic aspirations in this space.</p>	<p>and support provided to partnerships with Māori and Māori organisations. The DVC Māori Office will be included all other partnerships where they have an interest, but as a contributor e.g. with other indigenous peoples or to create frameworks for assisting people to ensure they approach all partnerships with a Te Tiriti lens (per below).</p>
<p>It was believed evaluating an international teaching and learning partnership based on its ability to directly support Massey's Te Tiriti o Waitangi commitment may be unachievable. And if it is unachievable, then leaving this expectation within the documents in relation to those specific partnerships' risks creating an objective that is dishonoured either by being frequently ignored or addressed only by wafer-thin examples.</p>	<p>By its nature, Te Tiriti o Waitangi is an international partnership agreement, and through its principles, we would hope that all partnerships can be evaluated. However, we agree the intention here may need further clarification and so this section will be revised.</p> <p>However, evaluating an international teaching and learning partnership based on its ability to directly support Massey's Te Tiriti o Waitangi commitment should be achieved and aligned where possible. Advice and examples about how to approach this for partnerships (particularly international) will be provided by the PPM's. These frameworks will be developed alongside DVC Māori.</p>
<p>Policy and Procedures could be improved with enhanced clarity of what is in scope of the policy. There is some potential contradiction in the statements around scope – do the bullet points for when the Policy applies supersede those when it is not?</p>	<p>The bullet points provide the overall scope, however, there will be cases where grey areas exist, and these will need to be agreed on at the time. Can specific examples of where contradictions exist please be sent through?</p>
<p><u>Authority for Approval</u> - It is implicit when the right of approval is assigned, that this also means it can be withheld. The role of Primary Partnerships Managers is filled by DVC Māori, Provost and DVC SaGE - does this mean they approve the <i>formalisation</i> of the agreements only – ie are they accorded the authority under this policy to judge, and approve that a proposed partnership is at the formalisation stage (and subsequently manage)? If they do not approve:</p>	<p>Yes, that is correct.</p> <p>If they do not approve, the documentation may need to be re-submitted (with changes to ensure the partnership meets the agreed criteria). Approval will not be withheld without cause.</p> <p>Whilst there are options for the relationship to continue informally, the sponsor should really reflect on why "approval" wasn't granted – as approval is not withheld without cause.</p>

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<ul style="list-style-type: none"> • can it continue as <i>unformalised</i> at the discretion/management of the Sponsor? • is there going to be a process for appeal or review? <p>Linked to this aspect, we note some ambiguity in the Policy (and Procedures) with the occasional interchange between the terms 'partnerships' and 'relationships'.</p>	<p>In saying that, we recognise some partnerships do require an informal partnership, such as iwi relationships where the manager is from that iwi themselves (i.e. whānau) and these are appropriate given the nature.</p> <p>Relationships exist both formally and informally, but partnerships exist in the formal documented sense only; therefore, the two terms are not entirely synonymous.</p>
<p><u>Scope</u> - Noting the nature and number of significant workforce development and bespoke short-course agreements we move through the College, are they considered consultancy, and/or teaching and/or, in the case where they have been assessed by R&E as eligible for ERI under PBRF, also research? What happens if these are offshore, or with an iwi network?</p>	<p>If they are with a Partner Institution (as per the Policy definition) and considered "teaching" then they are covered by this Policy. If they are considered Research or Consultancy only, they then are covered under the respective research policy instead.</p>
<p><u>Autonomy</u> – we express a level of discomfort with the potential impact on the level of autonomy the College, or a Centre has in decision making within an ongoing partnership.</p> <p><u>College Autonomy</u>- We also raise the issue of formal relationships which are in place specific to a professional accreditation. Particularly in these circumstances, we propose that exemptions are made to have the Primary Partnership Manager a senior staff member who is appropriately connected to the accreditation programme, staff and professional obligations.</p> <p>We also query the guideline stated expectation that:</p> <p><i>"Negotiations for the establishment of a proposed Institutional Partnership can only be undertaken with the prior approval of the Primary Partnership Manager"</i></p>	<p>Noted. However, we all comprise the one University, and Colleges will collaborate in the formation of the criteria for which these decisions will be based. Agreements with external parties are made in the University's name and the accountability and responsibility thus rests with the University; hence why the need to ensure clarity of roles and why this is so important as we work towards focussing on high-quality and high-value partnerships.</p> <p>Can some examples of relationships which are in place specific to professional accreditation be provided? It would be unlikely that an accrediting body would be a Partner Institution.</p> <p>The expectation of the Sponsor to inform the PPM or their delegate prior to negotiations, is related to the establishment of an Institutional Agreement and the discussion of terms of an agreement.</p>

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<p>What constitutes <i>negotiation</i> – it is important to understand at what point Colleges can no longer act autonomously in the exploration and development of a relationship/collaboration, particularly within those which already exist and are escalating to formality.</p>	<p>It is best to have approval in principle so the Institutional Partner and types of agreements/terms of the agreements would be aligned with the criteria required for establishing the Institutional Partnership.</p> <p>The PPM or, in this case, their delegate (e.g., College International Advisor) would be able to provide a broader context to the partnership (e.g., other discussions currently underway with that partner, proximity to other partners, past/present relationships with that partner, initial due diligence with that partner, initial assessment of alignment with criteria). The PPM or delegate will also be able to assist the Sponsor with their negotiations and collaboration. It should not be viewed as a loss of autonomy.</p> <p>This was also included to ensure we did not get so far down the track “negotiating” agreements with terms that could not be accepted by the University.</p>
<p><u>Primary Partnership Manager</u> – when multiple Primary Partnership Managers are required to be involved (say all 3) is there an intended criteria to determine the default Manager who will undertake due diligence, or is each responsible for their part only and all will then continue to work in concert in management? If a default Manager is the process, how does the sponsor know this and is this likely to move around (say due to available capacity) within the period of the agreement? Primary Partnership Managers are also able to be sponsors and propose the establishment of a partnership - if it is only in their area of purview what is the approval process to manage real and perceived conflicts of interests.</p> <p>Concerns regarding moving to Primary Partnership Managers, for some of our long-standing relationships, we could see some issues in devolving to the centre that could be detrimental and problematic for individual units.</p>	<p>We have several existing partnerships which had approvals and oversight by multiple DVC's e.g., international partnerships which have a research component. All those agreements were considered by the Provost for approval as part of the agreement workflow.</p> <p>We will be able to establish workflow arrangements where if the DVC who is the PPM is also the Sponsor, then another DVC checks the approvals. However, for most Institutional Partnerships the Vice-Chancellor is the final approver/signatory anyway, providing effective checks and balances.</p> <p>For clarity – the Primary Partnership Manager is responsible for the overview of their determined area e.g., the Provost oversees Research partnerships and activities. They may then delegate the operational parts of that function to members of their teams to ensure activities within that area are coordinated and</p>

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	<p>achieved within the scope and direction the PPM has provided.</p> <p>For most of the Institutional Partnerships, the Sponsor still maintains the main connection/relationships with the partners. There may be some Tier One Relationships where a cross-university sponsor is desired and therefore assigned by the PPM (our top three international partnerships, and NZDF by example).</p> <p>We may need to look at changing the names of Sponsor, PPM etc, as they seem to be causing some confusion. Perhaps adding in another layer under the PPM for the delegates might help as well.</p>
<p><u>Complex Partners</u> - such as large Central Government Agencies where there will be any number of contracts for research, SOWs for consultancy etc but these are held at school or programme level just for that aspect, yet a formal Institution to Institution Agreement may sit over this – what is the expectation of the Sponsor to ensure compliance across Colleges/schools in this case, or will there be multiple Sponsors in these complex arrangements?</p>	<p>This will need further discussion.</p> <p>In most cases Central Government Agencies would not fit the definition of a Partner Institution and therefore may be outside of the scope of this Policy.</p> <p>Some other complex relationships will though and in these cases, it might make sense for the Sponsor to be assigned and possibly be a PPM's delegate (e.g., an assigned partnerships/relationship manager). They would then coordinate, advise and consult with the College stakeholders/sponsors.</p>
<p><u>Outcomes</u> - there is a strong commentary underlying this policy redraft to address the issue of formal partnerships which are not productive, indeed, only 35 of 410 are identified as currently <i>producing tangible outcomes</i>. What is the metric of these outcomes, how have they been gathered and assessed and who has been involved? We remain interested to support the development of criteria against which to measure tangible outcomes of partnerships.</p>	<p>The metrics will be under discussion shortly and will form part of the online Guidelines. They will be agreed across the University (all Colleges will be consulted in their creation). There can be College specific metrics too.</p> <p>They will need to align with the University Strategy and relevant Frameworks (e.g., the Globalisation Framework which is currently under development).</p> <p>What is clear is that we need to demonstrate real outcomes from the high-quality partnerships we value and we must ensure that we are focussed on a few high-calibre partnerships that deliver, rather than simply</p>

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	<p>having a list of agreements on paper that do not deliver tangible outcomes. We have limited resources across our University and we cannot afford to stretch resources further or dissipate our energies across multiple arrangements that do not add value.</p>
<p><u>Clarity</u> - Further clarification requested within policy, procedures, and table documents. Given the framework's complexity, it may be clearer, for example, to hierarchically order the intended roles (e.g., Primary Partnership Managers, Sponsor, Stakeholders). As a further example, the procedures document fails to integrate agreements requiring specific authorization (e.g., the DVC Māori, Provost, or Global Engagement) into the process flow. Additionally, the Partnership Types Table might be ordered more logically from high to low-risk categories. Similarly, policy principles appear listed in no order of importance.</p> <p>Clarification of the definition of 'off-shore' agreements, 'administration' and 'monitoring' was requested.</p> <p>Requested a flowchart of procedures and responsibilities.</p>	<p>A flowchart is intended to be created once the IT architecture is finalised and the process is mapped. This should provide clarity to the process and workflows.</p> <p>Further definitions can be added to the documents.</p>
<p><u>Te Huringa o te Tai Alignment</u>- It was felt that the documents (particularly the procedures), fail to reflect the proposals outlined by the Te Huringa o te Tai change proposal document. Given the clear relationship between policy-procedures and the Global Engagement changes proposed through Te Huringa o te Tai, it makes more sense to us that the change process be finalised first. The timeline for both processes suggest the opposite order is being contemplated.</p>	<p>The Policy documents were created and consulted prior to the Te Huringa o te Tai proposal. They will be updated to reflect any decisions made in that review.</p>
<p><u>Background</u> - Requested clarification around rationalisation of the proposals. MoUs represent a considerable proportion of current agreements but, by definition, MoUs are <u>understandings</u> and will not generate outcomes beyond leading to further development of relationships. Indeed, most existing MoUs on Massey's databases have a research</p>	<p>MOU's are likely to have different criteria for success than agreements (for discussion when the Guidelines are established). There is currently no place to capture research outputs/activities for MOU's cleanly. However, the proposed database will be able to connect MOU's with Research Contracts and therefore</p>

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<p>orientation, with research outputs seemingly not captured by the reported performance statistic.</p>	<p>hopefully research outputs. We can also ensure there is a field for collecting this type of performance so it forms part of the review of the partnership/agreement when appropriate.</p>
<p><u>Risk Delineation and Categorisation-</u> The risk management process implicit in these documents also requires significant clarification. While the policy and procedure documents address risk management concerns, the discussion fails to contextualize adverse risk events. For instance, why do specific agreement types, warrant heightened risk categorizations? Overall, the proposal procedures fail to sufficiently provide risk definition or categorization. The procedures document would benefit from the inclusion of a well-defined risk matrix.</p> <p>The view was expressed that there could be a greater emphasis on risk identification and mitigation:</p> <ul style="list-style-type: none"> • Delegating responsibility for checking alignment with relevant Regulations (etc) to the sponsor is unwise. The chance of an inexperienced sponsor missing a particular regulation is high. It is recommended that the PPM checks alignment in consultation with the sponsor. • Delegating the creation of a risk management plan to the sponsor is unwise. The PPM should maintain a template of anticipated risks and should provide guidance. It is recommended that the PPM is responsible for ensuring a risk management plan is created. 	<p>The additional Risk Assessment section of the workflow will provide more certainty in the process around this.</p> <p>Offshore agreements (teaching outside of New Zealand) automatically create more risk due to jurisdictional matters, cost increases, travel uncertainties, loss of control, usually greater reliance on a partner institution). Responsibility for checking alignment can be shifted to the PPM or delegate (they will need to do this in their review/approval anyway). However, the Sponsor should take an initial role in this for the development of the Proposal (and those delegated to be Sponsors should understand the qualification/delivery/research regulations).</p> <p>The PPM can provide mitigation advice and guidance (per the Risk Assessment Template), but the Sponsor will know the partner institution and their Colleges capabilities best.</p>
<p><u>Proposed roles-</u> Concerned raised regarding Primary Partnership Manager. Typically, the most senior college academic (PVCs) takes a leadership role in relationship building. Additionally, academic alignment and commensurate disciplinary knowledge underpin all teaching/research partnerships, as typically led by the PVC. Believe domestic PPM responsibilities should rest with all SLT members.</p> <p>Noted that the proposed policy and procedures fail to acknowledge academic staff contributions to institutional relationships.</p>	<p>Agree Sponsor should be roles/or people who are and appointed/delegated by the PVC or College Director (TBC). As per above, they would need to be someone who understands this context well.</p> <p>As per the above, it was assumed the Sponsor would normally be an HOD or the College Director, International or equivalent for Domestic partnerships. This may not have been clear enough, there are not many cases</p>

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<p>The definition of the sponsor in the proposal is <i>'The Sponsor is a senior staff member ... and is in a position to perform the Sponsor's obligations...'</i>. There is a risk that the College PVC and Executive may not be aware that an individual has taken it upon themselves to be a sponsor. The recommendation is that the sponsor should be appointed by the PVC (or nominated Head of School).</p> <p>The burden of responsibility should be less on the sponsor and more on the primary partnership manager. Placing too much detailed responsibility on the shoulders of one (probably inexperienced) staff member would be unwise. The recommendation is that the following be moved away from the sponsor and become the responsibility of the (experienced) PPM in consultation with the sponsor:</p> <ul style="list-style-type: none"> • Liaising with the Partner to establish areas of cooperation and types of agreements • Establishing appropriate tikanga and kaupapa • Completing due diligence • Completing a proposal • The monitoring and improvements should not be delegated to the sponsor. The monitoring of Graduate employment and outcomes in particular needs consideration as to the who and how this information could be maintained. Similarly, the sponsor should not be responsible for entering financial performance data. <p>The College needs oversight of the budget and alignment with College strategies and priorities. It is recommended that the following be moved away from the sponsor and become the joint responsibility of the PPM and the HoS (or College representation) in consultation with the sponsor:</p> <ul style="list-style-type: none"> • Determining the financial and resource commitment • Ensuring alignment with any college specific strategies 	<p>currently where the Sponsor is not senior enough to be able to conduct the mentioned tasks.</p> <p>There are several tasks for the Sponsor – particularly those of completing the Proposal and liaising with the partner which is key to the role of Sponsor. These activities will be supported by the PPM's delegates, for International Partnerships this would be the College International Advisor (by example) or in key partnerships the Executive or Associate Director Global Engagement. As per above, the PPM retains oversight and ownership of Institutional Partnerships in their area of scope. Their teams will be delegated to manage/coordinate these and to assist the Sponsor in their work.</p> <p>These internal relationships should be symbiotic.</p> <p>Throughout the workflow we will have options for the Proposal including risk assessment and financial/resourcing elements to be approved by the PVC or whomever from the College is required (e.g., could be Finance Business Partner for high-risk partnerships). The Sponsor should be ensuring those that need to be involved within the College are included in discussions/decisions and that all internal due diligence has been undertaken so the University can meet its obligations under the agreement.</p>
<p><u>Quality Assurance and Monitoring-</u> It was expressed that it would be clearer to clearly specify both quality assurance and performance as unique considerations.</p>	<p>We can work to ensure clarity around standardized QA/performance expectations</p>

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<p>Requested that in the future all agreements properly stipulate both quality assurance and performance expectations. For efficiency and clarity, it would be beneficial if these documents established standardized QA/performance expectations and governance provisions, rather than leaving these to be developed on a bespoke basis for each partner. We would expect these standardized provisions to apply to all agreements unless special considerations are warranted for partners.</p>	<p>and governance provisions in the next iteration of the policy.</p>
<p><u>Agreements</u>- Suggested PPMs set broad directions to colleagues to guide prospecting discussions and then for the PPMs to be informed of those discussions which have fruitfully progressed to a point where a potential agreement is likely. The document is also unclear on when prospecting discussions and loose relationships will reach a point necessitating moving from informal to formal relationships and proposals. It was also requested that the documents should include a review process for any proposals which are rejected.</p>	<p>Agreed.</p>
<p><u>Strategic Alignment</u>- Suggested it would be clearer to state the objectives (purposes) as seeking to manage/maximize existing partnerships, in the first instance, while developing more strategically aligned/productive partners in the second instance (to broaden/diversify the base). The stated principles also omit the importance of revenue generation as a key university objective.</p>	<p>Fine to include/amend.</p>



COLLEGE BOARD MEETING

Friday 19 August 2022 at 10.00am

MINUTES PART 1

Associate Professor Fiona Te Momo opened the meeting with a karakia.

Fiona then introduced Associate Professor Tracey Nicholls as the Deputy Forum Convenor for Albany campus who is attending this meeting as an introduction to the committee processes.

- PRESENT:** Professor Kerry Taylor (Acting Chair), Professor Bill Fish, Professor Mandy Morgan, Professor Hēmi Whaanga, Associate Professor Jenny Coleman, Professor Lisa Emerson, Associate Professor Jenny Poskitt, Dr Timu Niwa, Associate Professor Dr Jodie Hunter, Associate Professor Robyn Andrews, Associate Professor Ross Flett, Andrea Flavel, Dr Nick Holm, Associate Professor Fiona Te Momo.

APOLOGIES: Professor Cynthia White, Professor Beth Greener, Brenda Johnson, Associate Professor Alison Kearney, Dr Sally Liangni Liu, Associate Professor Peter Rawlins, Dr Pania Te Maro, Dr Pita King, Taisa Havea, Khushboo Singh.

EARLY DEPARTURE: Michelle Chung (10.20am), Professor Bill Fish (10.55am), Professor Mandy Morgan (11.00am)

LATE ARRIVAL: Professor Hēmi Whaanga

IN ATTENDANCE: Maree Brannigan, Caroline Lowe, Michelle Chung, Associate Professor Tracey Nicholls (Deputy Forum Convenor, Albany), Trish Hutton (Secretary to College Board), Dean Pacific, Professor Palatasa Havea.

Professor Palatasa Havea, Dean Pacific attended the meeting to share Pacific Student success updates and progress. Professor Havea provided a document showing the results of Pacific students in the college for last year, it shows a slight slip in the completion rates and overall retains a high level compared to the other colleges. The college has the highest number of EFTS of Pacific students across the university.

Professor Havea noted two new science scholarships being introduced this year but would like to expand and introduce scholarships in the other colleges.

A copy of the Pacific Massey Students Strategic plan, (Weaving wisdom into a resilient future), is attached for information and Professor Havea would appreciate any feedback on this document. Feedback returned directly in the next two weeks would be appreciated.

Pacific students enrol in colleges, their success is a primary responsibility of the Colleges. Pacific Student Success staff help the colleges deliver their results, but it should be a partnership and a collaborative effort. Professor Havea acknowledged the work of Associate Professor Siau Tu Alefaio, Associate Professor Jodie

Hunter, Petra Satele, Kotalo Leau, Alister Lavini and Dr Nailasikau Halatuituia for their assistance in helping our students.

Questions/comments included.

- The strategic plan should not be shared outside of Massey at this stage. The Chair suggested board members take the document back to their units and send feedback to Professor Havea within 2 weeks.
- Professor Havea's team would appreciate the opportunity to be invited to share strategy with individual units of the college and to work with the university to service Pacific students.

Attached for information are four documents including the strategic plan.

Associate Professor Te Momo and Professor Taylor thanked Professor Havea for attending today's meeting and providing the updated information, and both acknowledged the college has much to improve on going forward, but we are committed to working together in partnership. It is important that we provide feedback on the strategy document.

2. CONFIRMATION OF MINUTES:

Confirmation of Part I Minutes of the meeting held on Friday 15th July 2022

HSS CB 22/07/150

Moved from the Chair: That Part I minutes of the meeting held on 15th July 2022 be confirmed as a true and accurate record.

Carried

3. MATTERS ARISING:

Associate Professor Jenny Coleman raised the following:

- College Board was to receive a report from the Director, Research on the Ka Awatea events from last month. Professor Fish will provide an update in his report today.
- Professor Whaanga was to report back to College Board on the Māori Professoriate meeting in July with University Council on the interpretation of what Te Tiriti means.
- Feedback from College Board and College Academic Programmes discussion on item 17.1 the Qualifications Framework was forwarded to Fiona Coote, Office of Academic Quality, Reporting and Assurance.

3.1 Action List – August 2022

Item 1 Class-Qualification Representatives Guidelines DTL/TLC for discussion and feedback.

A report should go to CTLC next week then a report to College Board.

On-going

Item 2 Review assessment patterns -

The Director Academic Programmes has written a first draft, now with DTL for review.

On-going/report due

Item 3 Assessment and Moderation Report

Associate Professor Peter Rawlins is leading a working group of CTLC and advised the draft initial review report is to be discussed at the next CTLC meeting.

A report should go to CTLC next week then a report to College Board.

On-going

- Item 4** Academic Progression: Proposed revised regulations, policy, and procedures DAP/DTL to liaise with relevant programs to surface needs and come up with what will work for the College in terms of processes, procedures, and compositions of committees. Update to be provided to August CB meeting.

Associate Professor Coleman has provided an update in her DAP report today Item 4.

Complete/Delete

- Item 5** GYR Master of Applied Linguistics (TESOL)

Completed/Delete

- Item 6** Combined Academic Freedom Policy Review

The provost advised an extension was not possible, she felt that consultation had been widely undertaken. See feedback document HSS CB 22/08/167 this meeting.

Completed/Delete

4. CHAIRPERSON'S REPORT – Professor Cynthia White

Professor Taylor reminded everyone that there are several processes for change being undertaken across the university. Please be aware of staff who may be under pressure at this time.

5. PRO VICE-CHANCELLOR'S REPORT – Professor Cynthia White

As above.

6. REPORT FROM DIRECTOR, ACADEMIC PROGRAMMES – Associate Professor Jenny Coleman

- 6.1** DAP Report – July 2022 **HSS CB 22/08/154**
Noted

- 6.2** Report on developments in other NZ universities (CUAP Round 2, 2022) **HSS CB 22/08/155**
Received for information

7. REPORT FROM CHAIR, ACADEMIC PROGRAMMES COMMITTEE – Associate Professor Jenny Coleman

- 7.1** Report from Chair, Academic Programmes Committee **Nothing to Report**
- 7.2** APC Minutes Part I 30th May 2022 Confirmed **HSS CB 22/08/156**
Noted

8. REPORT FROM DIRECTOR, TEACHING & LEARNING – Professor Lisa Emerson

- 8.1** DTL Report – August 2022 **Nothing to Report**
- 8.2** Covid-19 Assessment Form for Course 201211 **HSS CB 22/08/157**
Noted

9. REPORT FROM CHAIR, TEACHING & LEARNING COMMITTEE – Professor Lisa Emerson

- 9.1** Report from Chair, Teaching and Learning Committee **Nothing to Report**
- 9.2** CTLC Minutes Part I **Nothing to Report**

10. REPORT FROM RESEARCH DIRECTOR – Professor Bill Fish

- 10.1** Research Director Report – August 2022

Professor Bill Fish reported on the following:

- Ka Awatea Connections events: The three meetings went well although unfortunately these coincided with the latest Covid outbreak which resulted in several staff having to apologize and withdraw from the events.

The Wellington event managed to get most of the attendees there, but Palmerston North and Albany lost about half of the registered staff. Although the numbers were down it allowed more time for discussion which was a positive benefit.

Overall, feedback from the events was positive, enjoyable and that it was a good opportunity to connect with other researchers to find out what others were doing around the campuses.

For future events staff suggested having a theme-based event or a key research question to bring teams together.

An email will be sent out shortly asking for ideas for the next events to be scheduled later this year.

Professor Fish advised there is a small amount of resourcing from REaDI funding available for future events.

- PBRF census has been put back to 31.12.2025 with the process taking place 2026 and results announced in 2027.
There are still processes around fixing the rules, and several consultation documents have been received for feedback which the Research Committee are responding to on behalf of the college.

Professor Taylor noted Professor Fish is doing an excellent job, but we need to find the right balance to support staff and keep the momentum going.

11. **TE TIRITI COMMITMENTS: *For Discussion***

Professor Emerson advised members that there had been a student complaint around how a discussion of white privilege was managed in a particular course. This led to thinking about how we support or provide training for staff around these issues, and how to manage these conversations with staff so that everyone feels safe.

The student did not go ahead with the complaint.

Associate Professor Poskitt responded by recommending Veronica Tawhai's (Pūkenga Tiriti, Office of DVC Māori) two-day wananga on Tiriti, which includes some background information and history of New Zealand education. This is available through the Development Calendar for staff along with other people skills for managing difficult situations.

It would be helpful to have advice on who we could call on for assistance both within the college and the wider university. We need to be mindful of what is the expected process to draw on these resources of key individuals in the university.

It was suggested that it would be helpful to invite Veronica, as Pūkenga Tiriti within the Māori/Strategic Initiative department to run a workshop for college teaching staff but, initially invite her along to College Board to talk about her role.

12. **STUDENT REPRESENTATIVE'S DISCUSSION ITEMS**

There were no student representative issues for discussion.

13. **ACADEMIC PROPOSALS:**

13.1 MRC Summary Sheet approved by APC

HSS CB 22/08/158

Moved: That document HSS CB 22/08/158 be approved and forwarded to Academic Committee for noting.

**Coleman/Flavel
Approved**

14. DOCUMENTS FOR NOTING:

14.1 MEMO_ College Feedback on Draft Institutional Partnership Policy _CoHSS July 2022.

HSS CB 22/08/159

It was requested that we record the board's appreciation to Maree Brannigan for the comprehensive feedback document.

14.2 CRC Minutes Part I 02.06.22 Confirmed

HSS CB 22/08/160

Noted

15. GENERAL BUSINESS:

There was no General Business

16. LATE ITEMS:

There were no Late Items

Note: Exclusion of Press and Public:

The Chair will move those members of the press and public be excluded from Part II of the meeting so that the following matters may be discussed without public disclosure, the Board being satisfied where appropriate, that there are considerations which outweigh the public interest of disclosure.

Grounds: Section 48 (1) of the Local Government Official Information and Meetings Act 1987
Section 9.2(a), (j) and (k) of the Official Information Act - 1982

The Chair will note that Trish Hutton, Secretary, will be in attendance in Part II.

The Chair also noted that Associate Professor Tracey Nicholls will be in attendance for Part II in the interest of professional development/continuity plans of the board.



UNIVERSITY OF NEW ZEALAND
MASSEY UNIVERSITY
COLLEGE OF BUSINESS BOARD

Meeting held on 16 August 2022

By Video Conference at 10 am

Zoom ID# - 86815089638

MINUTES: PART 1

No.	Item	Details	Decision	Paper No.
1	PRESENT	<p>Professor Stephen Kelly (PVC), Associate Professor Jo Cullinane (Chair), Ashok Poduval (SoAv, HoS), Professor Fawzi Laswad (HoS, SoAcc), Professor Stephen Croucher (HoS, SCJM), Professor Martin Berka (HoS, SoEF), Associate Professor Jo Bensemman (HoS, SoM), Associate Professor Elizabeth Gray (DTL), Associate Professor Claire Matthews (DAQ), Associate Professor Matt Roskruge, Associate Professor Sandy Bulmer (CBAPC, Chair), Dr Mui Kuen Yuen (Associate Director, Pacific), Professor Bevan Catley, Professor Mohan Dutta, , Professor Hatice Ozer-Balli, John Murrie, Dr Fatima Junaid, Dr Niki Murray, Dr Vishnu Menon, Dr Angela Feekery, Claudia Silva, JS Imbeau, Stephanie Allan (Student Representative), Antonia Quinn (student representative), Chrissy Yang (Student representative), Madison Farrell (Student representative)</p> <p>IN ATTENDANCE</p> <p>Preetha Saji (CBB Secretary), Alison Pavlovich, Dr Jeff Stangl (Director International and Strategic Partnerships), Fiona Diesch (Librarian), Alison Gustafson (Student Advice and Information),</p> <p>WELCOME</p> <p>Alison Pavlovich (Re-elected CBB member)</p> <p>JS Imbeau (Re-elected CBB member)</p> <p>Matt Roskruge (Interim member – representative for Associate Dean Māori)</p> <p>APOLOGIES</p> <p>Professor Jens Mueller (Head of MED), Professor Jonathan Elms (DoR), Professor Gabriel Eweje, Dr Sam Richardson, Jade Zhou, Jean Jacoby.</p> <p>ABSENCE</p> <p>MIHIMIHI</p> <p>The Chair formally opened the Board meeting with a personal Mihi.</p> <p>Designated Voting Staff Representative (5)</p> <p>JS Imbeau (SoM)</p>		

No.	Item	Details	Decision	Paper No.
		<p>Claudia Silva (CJM) Dr Fatima Junaid (SoM) Dr Vishnu Menon (CJM) Dr Angela Feekery (CJM)</p> <p>Designated Voting Professorial Representative (1) Professor Hatice Ozer Balli (SEF)</p> <p>Outgoing Academic Staff representatives (Tenure ending – note of formal thanks) John Murrie (SAV) Dr Niki Murray (CJM) Dr Fatima Junaid (SoM)</p> <p>The Chair formally welcomed the new members.</p> <p>Committee formally thanked the outgoing staff representatives - John Murrie, Dr Niki Murray, and Dr Fatima Junaid for their contribution to the College of Business Board.</p>		
2		INTEREST: DECLARATION AND DISQUALIFICATION	NONE	
3		<p>MINUTES FOR APPROVAL from CBB Part 1 – 19 July 2022 meeting</p> <p><u>Suggested Amendments:</u></p> <ul style="list-style-type: none"> - Item # 6.3 – Cross-college Communication and Consultation on Academic Proposals - delete the sentence “Feedback to OAQRA is due by 23 August 2022”, this document was for noting only and NOT for feedback. - Item #9.1 – acronyms CIA and CCI referred to in the paragraph to be corrected as “CA” and “ACCA” respectively. <p><u>Update</u> Amendments made on the revised document CBB 2022/07/209Rev1.</p>	<p>RESOLVED THAT the minutes be approved with amendments as a true and accurate record.</p> <p>CULLINANE</p>	<p>CBB 2022/07/209 CBB 2022/07/209Rev1</p>
4		MATTERS ARISING - PART 1		
4.1		Action Sheet from the last meeting on 19 July 2022	DISCUSSED	CBB 2022/07/210
01		<p>Update on Pilot process The DAQ to provide an update on the Pilot’s progress in the August CBB meeting.</p> <p><u>Update</u> The DAQ discussed with SEF their experience with changes in semester one. Minor changes have been proposed such as using the correct type of document and Microsoft forms (survey instead of quiz). A written report will be submitted by the DAQ in the September meeting.</p>	CLOSED	
03		<p>Lecture recordings to be made available for the internal students The DTL to discuss with the Head of Schools making the recordings available for the Internal students.</p> <p><u>Update</u></p>	CLOSED	

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		A memo was circulated to staff after discussion with the Director of Education Futures and the Heads of School which discusses ways in which internal recording and other materials can be made available to Internal Students. It is not a good policy to deprive students of learning materials to enforce attendance.		
04	Qualifications Policy and Qualifications Framework	The CBAPC Chair to discuss this document in the next CBAPC meeting.	CLOSED	CBB 2022/07/185
05	Cross-college Communication and Consultation on Academic Proposals	The CBAPC Chair to discuss this document in the next CBAPC meeting. Update Both the documents - Qualifications Policy and Qualifications Framework and Cross-college Communication and Consultation on Academic Proposals were discussed in the CBAPC meeting on 27 July 2022. The DAQ thanked the CBAPC members for their valuable feedback on Qualifications Policy and Qualifications Framework. Any further feedback can be submitted to the DAQ this week before the response goes back to OAQRA.		CBB 2022/07/186
06	UBACC Bachelor of Accountancy	The DAQ will have a closer look at if any students are impacted by this change (75 credits to 90 credits) to avoid issues related to qualification completion at a later stage. Update The change from 75 to 90 credits was with the addition of a compulsory course to the programme done last year. The DAQ confirmed that the Individual variation was done in 2021 and all students have already been taken care of.	CLOSED	CBB 2022/07/197
4.2	Institutional Partnerships Policy Consultation	Feedback from CBB was submitted to Academic Board on 5 August 2022. Discussion The feedback has been submitted to the Provost for consideration, but no response has yet been received. The Committee acknowledged Dr Jeff Stangl for collating and balancing feedback for the College.	NOTED	CBB 2022/08/212
5	REPORTS			
5.1	Pro Vice-Chancellor	<ul style="list-style-type: none"> Two processes relating to the Te Huringa o Te Tai change are happening now – The international change proposal and the General Administration and Finance Proposal for Change. MBS has already submitted feedback on the International change proposal. 		

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	<ul style="list-style-type: none"> • The General Administration and Finance Proposal for Change has wider implications across the University. Initial discussion with the College executive team and some staff personally have occurred. Open forums are being organised at the Albany and Palmerston North are being organised, with Wellington Staff joining at Palmerston North. • A draft response for the General Administration and Finance Proposal for Change proposal will be shared with the College Executive team and then submitted on behalf of the College by the PVC. Staff is encouraged to make submissions individually or in groups for the consultation process. • The change document proposes a shift from the decentralised professional model to a centralised model. Finance will move to a centralised model reporting to Chief Financial Officer. General Administration will be part of the College Centralised model servicing the Schools. • A proposal of change to the Terms of Reference for the Academic Board is being discussed on this meeting agenda. As per the new TOR, PVC's who are not the Chairs of the College Board will no longer be the members of the Academic Board. This was an unheralded change. 			
5.2	<p>Chairperson</p> <ul style="list-style-type: none"> • The Chair has had a busy month again: <ul style="list-style-type: none"> • Conversations with staff affected by the Te Huringa o Te Tai change proposal have been extremely stressful and she offered a personal view that she was disappointed by how this has been progressed. • Has led cross-university consultation on issues related to RPL – Recognition of Prior Learning regulations and Implementation and Operationalization of Micro-Credentials, also how to align these with University requirements for maintaining accurate information. • As the University Chair of the Academic Progression Committee and the Academic Progress and Performance Working Group: <ul style="list-style-type: none"> ○ Working group discussions are progressing about re-evaluating the way fee appeals are done as well as the AG and IEP processes for supporting students. An IT project is progressing to reformulate the SMS with the new regulation. ○ The NPE process has picked up around 200 students who have fallen out the expected performance threshold at the end of S1. Most of the students were eventually excluded for 12 months for their non-performance or no reasonable explanation. Around 14% of the students made a case to the University of their changed circumstances and were permitted to continue. ○ An arrangement is being designed to support these excluded students once they re-join their studies. ○ University Academic Progress Committee is now fully formulated, and the professional sub-committees are also almost ready to start. 			

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	<ul style="list-style-type: none"> The College is working with ITS and Student Registry on visa issues for the offshore student. These students are offshore and not studying full-time hence facing visa issues while returning to New Zealand which is handled case-by-case basis and alternate arrangements are being made. 			
5.3	Director Academic Quality <ul style="list-style-type: none"> Work in progress for retiring the no new enrolment qualifications and specialisations if the students have been taught-out or have abandoned. Transition arrangement progressing for the Bachelor of Communication, changes to the three majors scheduled this year. Sorting problems related to students with withdrawn status who do not have a grade. The NF and blank grades are being finalised, extension dates have passed hence students should have a final grade or DC or equivalent for non-submitted students. Master thesis students do need to have continuous enrolment semester by semester as they do not have the option for study suspension currently. Summer School is excluded from this requirement. The College is looking for changes to the Grade Distribution Guidelines from 2023. A document will be presented to the next Teaching and Learning committee for feedback, and subsequently to the College Board for feedback and approval. The timetable will be available for review shortly. Core Courses are condensed on all three campuses. The lectures are condensed over two days, the workshops are clustered for students to choose them. The cluster enables the students to do the lecture and workshop on the same day. The cluster has to be selected by students via Stream. 			
5.4	Director of Teaching and Learning <ul style="list-style-type: none"> Early Notice for the proposed changes to the Bachelor of Business qualification is on this agenda for discussion which has emerged out of the recent review activity. Preliminary work is underway to develop and support the proposed changes – a 200-level Māori Business and a 300-level Sustainability Business Operations focus course. MBS is at the early stages of developing a working group to look specifically at the proposed work integrated learning specialisation. The exam timetables have been released to students. Staff are encouraged to check the date and time and convey information to students to avoid concerns from students later. Improvements have been made to the RPNOW product which was used for the overseas invigilators, which will lead to a better outcome and student experience this semester. A staff member raised a query at the MBS Teaching and Learning Committee on the College's position of providing a recording of lecture materials in downloadable format in addition to that being provided by the Stream site. The committee has decided that it will be on the Course Coordinators discretion to provide lecture recordings, noting that guest lectures or copyright implications to the 			

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		<p>recordings. The DTL made it clear that there is not any College expectations and Course Coordinators can continue to provide materials to students at their discretion.</p> <ul style="list-style-type: none"> The DTL is working with the curriculum transformation team on the CPD focusing on feedback that is effective and beneficial for students and staff. More information on this will follow during this semester. 		
5.5	Director of Research (Apology)	<p>A written report was received from the DoR who was on annual leave.</p> <ul style="list-style-type: none"> The assessment panel for the Strategic Research Excellence Fund (SREF) met last week. MBS had 8 applications. Decisions will be communicated in due course. As per the Provost's recent email - the PBRF has been delayed by a further year. The quality assessment census will now take place in 2025/2026. We have had a good amount of interest in the publication cost support fund, as part of the Research Enhancement and Development Initiative (REaDI). Funding is still available. For further information, please contact Rebecca Izzard in the first instance. The application window for the University research awards is still open. 		
5.6	Associate Dean – Māori	<p>An update was provided by Associate Professor Matt Roskruge, who is an Interim member and representative for Associate Dean Māori.</p> <ul style="list-style-type: none"> The team is looking to recruit replacement for the two vacant positions. An incredible number of inquiries was received from Postgraduate Māori students who is looking to do PhD which is encouraging. The team has received invites for an overwhelming number of externally funded projects. There are lots of opportunity for low-cost growth and development in the Māori space which is quite exciting. The team has been discussing the changes to BBus, the Te Huringa o Te Tai change proposal affecting the Māori staff, and changes to the Māori ecosystem within the MBS. 		
5.7	Student Representatives	<p>The Student Representatives had no issues they wished to raise.</p>		
6	MATTERS REFERRED FROM THE ACADEMIC COMMITTEE (AC) / OFFICE OF ACADEMIC QUALITY, REPORTING AND ASSURANCE (OAQRA)			
6.1	6.1.1 Academic Audit Self-Review Report Memo 6.1.2 Academic Audit Consultation Draft 6.1.3 Cycle 6 Academic Audit MBS Feedback Response due to OAQRA by 25 August 2022	<p>Discussion</p> <p>The report was circulated to members for feedback on 26 July 2022. Edit was done to information added to some sections. Members have a last chance to provide feedback before the document is sent to OAQRA.</p> <p>Feedback / Suggestions:</p>	<p>DISCUSSED AND APPROVED as a Chair's Action that the document is forwarded to OAQRA with amendments.</p> <p>CULLINANE</p>	<p>CBB 2022/08/213 CBB 2022/08/214 CBB 2022/08/260</p>

No.	Item	Details	Decision	Paper No.
		<p>The Te Huringa o Te Tai change proposal will be impacting the curriculum delivery and education. The AQA cycle is scheduled for March 2023 by which the first stage of the change proposal would have already affected the staff hence this suggestion is to be added to the feedback document.</p> <p>The feedback will be sent to OAQRA along with a copy of the actual edited report with comments and explanations.</p> <p>Update The final Academic Audit – MBS feedback was sent to OAQRA by the DAO on Wednesday 17th August 2022.</p> <p>The Chair and the DAO clarified that if any member wishes to raise any concern or propose changes to the University or MBS Teaching process, Academic Quality, or other documents they are welcome to seek a speaking slot or discuss with the Chair or the DAO.</p>		
7	MATTERS REFERRED FROM ACADEMIC BOARD (AB) /TEACHING AND LEARNING COMMITTEE (TLC)			
7.1	7.1.1 Academic Board Terms of Reference 2022 7.1.2 Email confirmation on AB TOR 2022	<p>Discussion The MBS PVC is no longer a member of the Academic Board following this unexpected change to the AB ToR. There is some disappointment and frustration felt about this change which is viewed as unnecessary.</p> <p>All Colleges now have four (4) representatives on board – three elected members and one Sub-committee Chair. Although in MBS case Claire Matthews is the Chair of the Academic Board so doesn't speak directly on views held by the college.</p> <p>The members representing MBS are the DPVC who is also the CBB Chair, and Professor Jane Parker and Professor Stephen Croucher as the elected members.</p> <p>Council has proposed changes to reduce the number of members. It was noted though that the Academic Boards of all the rest of the Universities in New Zealand is chaired by their VCs.</p>	DISCUSSED	CBB 2022/08/215 CBB 2022/08/216
7.2	Minutes from University Learning and Teaching Committee 21 June 2022 meeting The next University Learning and Teaching Committee meeting is on 16 th August 2022		NOTED	CBB 2022/08/217
8	COLLEGE OF BUSINESS – ACADEMIC PROGRAMMES COMMITTEE (CBAPC)			
8.1	Draft minutes (Part 1) received from CBAPC 27 July 2022 meeting	<p>Discussion The HoS, SAcc provided clarification to the query on item #6.1 - Early Notice for Amended Qualification – Master of Professional Accountancy (Chartered Accountant). There are 8 modules in the CA program, students could concurrently do the courses if the prerequisites are met. The capstone which is part of the CA</p>	NOTED	CBB 2022/08/218

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		programme can be done only after completing all the MPAcc courses.		
8.2	8.2.1 Memo - BBus Changes Part 2 8.2.2 Early Notice – BBus Changes Part 2	<p><u>Discussion</u> The Early Notice proposes changes to the Bachelor of Business qualification which has come out of the recent review activity. There are three substantive changes proposed.</p> <p>Introduction of two new courses - a 200-level Māori Business and a 300-level Sustainability Business Operations course. A new specialisation is also being introduced which will focus on the work integrated learning. The DTL requested Committees consideration and feedback on whether the proposed integrated learning major should be accompanied by another stipulated major or minor with restrictions.</p> <p>The proposal has considered all the changes that was proposed in Stage one in 2021.</p> <p>The Committee acknowledged the debate and feedback from all staff members involved in developing this document.</p> <p><u>Feedback / Suggestions:</u> Page 2 of the document mentions about the enrolment from 2019 and predicted enrolment until 2026 seems to be overestimating the headcount numbers.</p> <p><u>Update</u> Amendments updated on the revised document CBB 2022/08/220Rev1 forwarded to AC on 24 August 2022</p>	RESOLVED THAT this document be approved and forwarded to Academic Committee for approval.	CBB 2022/08/219 CBB 2022/08/220 CBB 2022/08/220Rev1
COURSE AMENDMENTS 2023				
8.3	School of Management	Course 114332 Decent Work Changes to the assessment pattern to ensure alignment with the learning outcomes and the ability to design a range of authentic assessment activities - Wording of LOs has been reviewed, LO 2&3 have been switched - LOs assessed with Assessment #2 have been changed - Final Exam replaced with Oral/Performance/Presentation.	RESOLVED THAT this document be approved and forwarded to Academic Committee for approval. BENSEMANN / IMBEAU	CBB 2022/08/221
8.4	School of Communication, Journalism, and Marketing	Course 219303 Organisational Communication Update LOs and assessments changes: -deletion of assessment 1 – Close Reading and Analysis -change of workshop assessment to Quizzes and becoming assessment 1 -assessment 2 change weight to 40% and the LOs to cover 1 assessment 3 change weight to 40% and the LOs to cover 2to4	RESOLVED THAT this document be approved and forwarded to Academic Committee for approval. CROUCHER / FEEKERY	CBB 2022/08/222

No.	Item	Details	Decision	Paper No.
		<p>Discussion</p> <p>The learning outcomes and assessments are updated to bring it up to a International standard and to ensure the assessments encourage continuous student engagement and learning.</p>		
COURSE RETIREMENT 2024				
8.5	School of Management	<p>8.5.1 Course 114710 Organisational Learning This course has not been offered for several years, is associated only with the PGDipBus (not required for completion) and BBus(Hons) (NNE), and there are no plans to offer it again in the future.</p> <p>8.5.2 Course 114723 Performance Management This course has not been offered since 2014, is associated only with the PGDipBus (not required for completion) and BBus(Hons) (NNE), and there are no plans to offer it again in the future.</p> <p>8.5.3 Course 114728 Valuing Human Resource Talent in Business Enterprises This course has not been offered since 2014 and is associated only with the PGDipBus (not required for completion) and BBus(Hons) (NNE), and there are no plans to offer it again in the future.</p> <p>8.5.4 Course 114762 Career Management in an International Context This course has not been offered for several years, is only associated with the PGDipBus (not required for completion) and BBus(Hons) in HRM (NNE several years), and there are no plans to offer it in the future.</p> <p>8.5.5 Course 152333 New Venture Project This course has not been offered in some time, is not required for the completion of any qualification, and has been effectively replaced within the Entrepreneurship discipline by 152337 New Venture Development. There are no plans to offer it in the future. The Bachelor of Resource and Environmental Planning programme director has been Consulted</p> <p>8.5.6 Course 152381 Action Learning Management Practicum This course has not been offered in many years, is not associated with any programmes, and there are no plans to offer it in the future.</p>	<p>RESOLVED THAT these documents (223 to 252) be approved and forwarded to Academic Committee for approval.</p> <p>BENSEMANN / SILVA</p>	<p>CBB 2022/08/223</p> <p>CBB 2022/08/224</p> <p>CBB 2022/08/225</p> <p>CBB 2022/08/226</p> <p>CBB 2022/08/227</p> <p>CBB 2022/08/228</p>

No.	Item	Details	Decision	Paper No.
		<p>8.5.7 Course 152386 Risk Management I This course has not been offered in several years and only remains associated with a qualification as one of many subject courses in the Bachelor of Construction (Construction Management/ Quantity Surveying majors). No objection to its retirement has been received. There are no plans to offer it in the future. The Bachelor of Construction programme director has been Consulted</p>		CBB 2022/08/229
		<p>8.5.8 Course 152387 Risk Management II This course has not been offered in several years, is not associated with any qualifications, and there are no plans to offer it in the future.</p>		CBB 2022/08/230
		<p>8.5.9 Course 152732 Issues in Entrepreneurship This course has not been offered since 2011, is associated only with the PGDipBus (not required for completion) and BBus(Hons) (NNE), and there are no plans to offer it again in the future.</p>		CBB 2022/08/231
		<p>8.5.10 Course 152768 Managing Knowledge This course has not been offered in several years, is not required for the completion of any qualifications, and there are no plans to offer it in the future.</p>		CBB 2022/08/232
		<p>8.5.11 Course 153204 Negotiation Principles This course has not been in several years, is not required for the completion of any qualification, and is not planned to be offered in the future.</p>		CBB 2022/08/233
		<p>8.5.12 Course 153302 Mediation Process This course has not been offered in several years, is not required for the completion of any qualification, and there are no plans to offer it in the future.</p>		CBB 2022/08/234
		<p>8.5.13 Course 153306 Negotiation Practice This course has not been offered in several years, is only associated with the GradDipBusStudies (not required for completion) and there are no plans to offer it in the future.</p>		CBB 2022/08/235
		<p>8.5.14 Course 153311 Mediation Practicum This course has not been offered in several years, is not associated with any active</p>		CBB 2022/08/236

No.	Item	Details	Decision	Paper No.
		<p>qualifications (GradDipBusStudies in Dispute Resolution NNE since at least 2018) and there are no plans to offer it again in the future.</p> <p>8.5.15 Course 153314 Dispute Resolution Advocacy This course has not been offered in several years, is only associated with the GradDipBusStudies in Dispute Resolution (which is NNE for several years and soon slated for retirement) and there are no plans to offer it again in the future.</p> <p>8.5.16 Course 153315 Adjudicative Processes This course has not been offered since 2012, is only associated with the GradDipBusStudies in Dispute Resolution which has been NNE since at least 2018, and there are no plans to offer it in the future.</p> <p>8.5.17 Course 153320 Employment Dispute Resolution This course has not been offered in several years, is associated only with the GradDipBusStudies in Dispute Resolution (NNE many years + due for retirement soon) and the BBus minor in Dispute Resolution (no other courses offered), and there are no plans to offer it in the future.</p> <p>8.5.18 Course 153330 Dispute Resolution Practicum This course has not been offered for several years, is only associated with the GradDipBusStudies in Dispute Resolution (NNE for several years + soon to be retired), and there are no plans to offer it in the future.</p> <p>8.5.19 Course 153700 Elements of Dispute Resolution This course has not been offered for several years, is only associated with the PGCertBus (not required for completion), and there are no plans to offer it in the future.</p> <p>8.5.20 Course 153701 Advanced Arbitration Course has not been offered since 2006, is not associated with any qualification, and there are no plans to offer it again.</p> <p>8.5.21 Course 153702 International Law for Dispute Resolution</p>		<p>CBB 2022/08/237</p> <p>CBB 2022/08/238</p> <p>CBB 2022/08/239</p> <p>CBB 2022/08/240</p> <p>CBB 2022/08/241</p> <p>CBB 2022/08/242</p>

No.	Item	Details	Decision	Paper No.
		<p>This course has not been offered since ~2006, is not affiliated with any qualifications, and there are no plans to offer it again in the future.</p>		CBB 2022/08/243
		<p>8.5.22 Course 153703 Advanced Negotiation This course has not been offered in several years, is not associated with any qualifications, and there are no plans to offer it in the future.</p>		CBB 2022/08/244
		<p>8.5.23 Course 153704 Advanced Mediation This course has not been offered since 2007, is not affiliated with any qualifications, and there are no plans to offer it again.</p>		CBB 2022/08/245
		<p>8.5.24 Course 153705 Dispute Resolution Management This course has not been offered since 2009, is not associated with any qualifications, and there are no plans to offer it again in the future.</p>		CBB 2022/08/246
		<p>8.5.25 Course 153706 Reasoning and Decision Making This course has not been offered in several years, is not associated with any qualifications, and there are no plans to offer it again in the future.</p>		CBB 2022/08/247
		<p>8.5.26 Course 153708 Advanced Employment Dispute Resolution This course has not been offered since 2010, is not associated with any qualifications, and there are no plans to offer it again.</p>		CBB 2022/08/248
		<p>8.5.27 Course 157325 Information Management Project This course has not been offered in several years, is not associated with any active qualifications, and there are no plans to offer it in the future.</p>		CBB 2022/08/249
		<p>8.5.28 Course 157700 Info Systems Management This course has not been offered in several years, is only associated with the PGCert in Business (not required for completion) and there are no plans to offer it in the future.</p>		CBB 2022/08/250
		<p>8.5.29 Course 157735 Data Mining This course has not been offered in several years, is only associated with the PGCertBus (not required for completion),</p>		CBB 2022/08/251

No.	Item	Details	Decision	Paper No.
		<p>and there are no plans to offer it in the future.</p> <p>8.5.30 Course 157777 Mobile Business This course has not been offered for several years, is only associated with the PGCertBus (not required for completion) and there are no plans to offer it again in the future.</p> <p><u>Note</u> The documents 8.5.1 until 8.5.30 was discussed together.</p> <p><u>Discussion</u> The retirement of 30 courses mentioned here are in response to the CET request to retire / clean up the courses that are no longer needed. Cross College consultation was completed for the 2 relevant courses.</p>		<p>CBB 2022/08/252</p>
9	OTHER DOCUMENTS			
9.1	<p>Proposal to examine and streamline assessment practice within Massey Business School</p> <p><u>Background</u> This proposal was developed as per the request from the CET, which integrates feedback from the MBS Teaching and Learning Committee and the School staff. The aim of the document is to consider the course assessment fit the purpose and is appropriate for the student workload, as well as to recognise the staff resources. The general recommendation is that three or fewer assessment points be included going forward. Course coordinators are requested to consider the professional bodies assessment requirements as well as the potential over assessment.</p> <p><u>Discussion</u> Reminder of approach:</p> <ul style="list-style-type: none"> • These are default recommendations not hard and fast rules. Implementation would be rolled out i.e. <u>new</u> courses and courses <u>re-opened</u> through other changes would now be examined against these recommendations (primarily at the CBAPC level). The Schools and unit can also decide whether they wanted the other active courses (i.e. not the new or otherwise re-opened ones) to be examined. • Good reason arguments not to meet the default <ul style="list-style-type: none"> ○ Professional body accredited courses will get exemption if the assessment regime in that course reflected PB requirements. ○ In the case of wanting more assessments, academic team could make recommendations with supporting arguments and will be managed case by case. ○ Less assessment would be permitted too as long as course teams steer away from very high risk assessment weightings and feedback is effective. 		<p>RESOLVED THAT this document be approved.</p> <p>GRAY / FEEKERY</p>	<p>CBB 2022/08/253</p>

No.	Item	Details	Decision	Paper No.
		<p>Reminder of reasons: Multiple assessment points lead to increase workload which are sometimes overwhelming for staff and students. Too much assessment means that feedback is often truncated and slow. Too much assessment and limited high quality feedback may be related to reduced the student outcomes.</p> <p>Points of discussion:</p> <ul style="list-style-type: none"> • Zero-weighted required assessments should be communicated to students carefully as they are recorded based on the overall student performance such as participation, discussions forum, engagement and workshop attendance. The attendance is an issue for non-compulsory discussion forms as the student tend to concentrate more on assessments alone. • The traditional form of assessments needs to be developed in a creative way to make students engage in knowledge materials and to suit the future needs of the workplaces. There are a lot of interesting works already happening within the College and other parts of the University in relation to student engagement. 		
10	OTHER BUSINESS			
10.01	Memo Master of Analytics Admission requirement	<p><u>Background</u> The admission requirement for Master of Analytics will be amended to "C+" to represent the international cohort as well as the Domestic market. This will progress as a full CUAP change in due course but at this stage the DAQ may consider the change through case by case evaluations of non-standard application. This new admission requirement is in line with the Master of Finance programme. College of Science and College of Health has been consulted on this. The recruitment from academic year 2023 would be based on the new grade point average.</p> <p><u>Other Discussion</u> Pathway to most Master's programme within Massey and around the world is now holding an undergraduate degree (sometimes with specific no grade requirement) along with couple of years work experience. Hence this change would be beneficial for student recruitment as well as student performance.</p> <p>The College needs to do more in this area to understand How Student Registry is calculating the grade average for entry.</p>	<p>RESOLVED THAT this document be approved and forwarded to Academic Committee.</p> <p>CROUCHER / SILVA</p>	CBB 2022/08/259
	SUBSIDIARY COMMITTEES			
11	COLLEGE RESEARCH COMMITTEE (CRC)			
11.1	Draft minutes (Part 1) received from CRC meeting on 28 July 2022. The next meeting is on 25 August 2022.		NOTED	CBB 2022/08/254
12	MASSEY BUSINESS SCHOOL TEACHING AND LEARNING COMMITTEE (T&L)			
12.1	Minutes (Part 1) received from MBS T&L 28 July 2022 meeting. The next meeting is on 29 September 2022.		NOTED	CBB 2022/08/255
13	MASSEY BUSINESS SCHOOL ACCREDITATION STEERING GROUP (ASG)			

Part I: Paper for Information

No.	Item	Details	Decision	Paper No.
		No minutes received. NO meetings scheduled for 2022.		
14	MASSEY BUSINESS SCHOOL ASSURANCE OF LEARNING COMMITTEE (AOL)			
14.1		No minutes were received from the AOL - 3 August 2022 meeting. This meeting's business was conducted via email and NOT Zoom. The Next meeting is on 5 October 2022		
14.2	Master of Finance (MFin) Assurance of Learning Implementation Plan		RESOLVED THAT this document be approved. MATTHEWS / MURRAY	CBB 2022/08/256
15	SHARED PROGRAMMES AND PROGRAMMES WITH COLLEGE REPRESENTATION			
15.1	COMMUNICATION QUALIFICATIONS COMMITTEE (CQC)	The Next meeting is on 17 August 2022.		
16	SUPPLEMENTARY ITEMS - PART 1			
		None		
17	<p>EXCLUSION OF THE PUBLIC</p> <p>The Chair will move that members of the press and public be now excluded from the meeting so that for the under noted reason, the following matters may be discussed without public disclosure, the committee is satisfied, where appropriate, that there are considerations that outweigh the public interest of disclosure.</p> <p>The Chair will note that the Committee Secretary will be in attendance for Part II.</p> <p>Grounds: Section 9, of the Official Information Act-</p> <p>(2) (a) to protect the privacy of natural persons, including that of deceased natural persons.</p> <p>(2) (i) enables organisations holding the information to carry on commercial activities without prejudice or disadvantage.</p>			

**MASSEY UNIVERSITY**

ACADEMIC COMMITTEE MEETING

Tuesday 9 August 2022 at 1.30 pm

By Zoom

MINUTES - PART I

Present: Giselle Byrnes (Chair), Stephanie Allan, Jenny Coleman, Fiona Coote, Stephen Croucher, Jo Cullinane, Simon Hall, Tasa Havea, Jacqui Hofmann, Liz Norman, Kieran O'Donoghue, Linda Palmer, Ina Te Wiata

1. INTRODUCTION

- 1.1 Welcome: The Chair thanked everyone for attending today's meeting and Tasa Havea shared a Tongan prayer to open the meeting.
- 1.2 Apologies: Jess Chubb, Ricky-Jean Curteis, Jean Jacoby, Diana Kessler, Jill McCutcheon, Rebecca Sinclair, Cynthia White

The Chair advised that Rebecca Sinclair will no longer be serving Academic Committee as the Toi Rauwhāangi (College of Creative Arts) representative as she will now be taking on a new role in the College. On behalf of the members of Academic Committee, the Chair thanked Rebecca for her significant contribution to the work of Academic Committee and her long-standing commitment to academic quality assurance. The Chair also acknowledged Rebecca's intellect, passion and the high level of care and attention that she brought to the discussions. Ngā mihi nui, Rebecca.

- 1.3 Confirmation of Agenda
 - 1.3.1 Item 4.2 was unstarred.
- 1.4 Confirmation of Minutes – 12 July 2022

AC22/08/228

RESOLVED: that the Minutes of the Meeting held on 12 July 2022 be approved as a true and accurate record of the meeting.

Chair
Carried

1.5 Matters Arising

Fiona Coote provided an update on the query regarding the deferred decision on the Recognition of Prior Learning proposal. The revised regulations will be sent to members for approval out of session.

Action: Fiona Coote to circulate the revised regulations to the members for out of session approval.

1.6 Action List

AC22/08/230

Discussed and updated.

Item 12: Academic Progression and Performance Working Group – Student Involvement

During the update for this item, the lack of student engagement was noted, as was the difficulty in accessing students. Several members, including one student representative present, offered to assist the chair APPWG in this area.

2. CHAIR'S REPORT

The Chair provided a verbal report which included a recent visit to the Australian National University (ANU) in Canberra in late July to moderate a public debate as part of the ANU's 75th Anniversary. During this visit, the Chair convened two workshops: one on university level graduate attributes and specifically the ANU's work around developing an Indigenous graduate attribute; the second workshop was on developing the university's first learning and teaching strategy.

The Chair has also been working closely with Distinguished Professor Graham Hingangaroa Smith and members of the Academic Board Working Party, to revise the University's policy on Academic Freedom, Free Speech and Freedom of Expression.

3. ACADEMIC DISCUSSION/DECISION

3.1 Learning and Teaching Committee (LTC)

In Jean Jacoby's absence, the Chair advised that the LTC's Terms of Reference should be finalised by October/November 2022.

3.2 Academic Progression Update for June 2022

Jo Cullinane provided a verbal update on matters related to academic progression.

1. As Chair of Academic Progress Committee: the 2022 S1 NPE round was recently completed. 194 students were identified as being below threshold. Of these, 4 were omitted (for late information or report errors), 118 (61%) were "Excluded no Contest" having made nor submission. There were 72 submissions, of these: 28 (14.4% of total) students were permitted to continue (with support) and 44 (22.7% of total) of the students were excluded after their submissions was considered.
2. Other insights from the latest NPE round were:
 - a. The CRM case management system is working very well, and we have higher degrees of insight into the correspondence and communications with students who have had issues than we have every had previously.
 - b. As a consequence of the improvements to the CRM, it was evident that many students with academic performance issues in the NPE round also have issues with bad debt. There have been some follow-up investigations made of the

practices of applying financial exclusions as there is a clear issue with students seeking to continue in their NPE submissions who cannot catch up after having a financial exclusion applied.

3. Update from a meeting held by the sub-group working with the Fees Group and other stakeholders on Fee Appeals. There was a high degree of consensus among that group on potential improvements in that area to enhance student care.
4. Noted that the 'Fundamental reset' paper is awaiting the arrangements for student hui/ focus groups. This has taken longer than expected.
5. The ITS Project embedding the November 2021 Regulatory changes in the SMS system is progressing. The ITS team is hoping to complete the necessary work by the end of August. To date, the demonstrations look good.
6. The Chair APPWG has been assisting Mel Barnes, Provost's Office, with a report for Academic Board on NPE outcomes.
7. Following AC feedback on the Terms of Reference for Academic Progress Committee and its sub-committees P-PAQ, the Chair APPWG has followed up and have a full APC membership list now (barring one representative) and P-PAQ discussions have continued with slow but steady progress.

3.3 Academic Audit Consultation Draft Self-review Report

3.3.1 Cover memorandum

AC22/08/231

3.3.2 Report

AC22/08/232

Academic Committee Feedback on Academic Audit Self-review Report

Members were invited to provide feedback on the draft report. Points to note are as follows:

- The tone is appropriate.
- The report is coherent and follows a good straightforward approach.
- A number of editing errors have been picked up.
- The report will be holistically and professionally edited once all feedback has been received.
- There was an inconsistent voice around blended, distance and online learning that needs to be clarified.
- There is a lack of reference to Massey University College and dual awards.
- The comments in the Te Tiriti section shows a deeper understanding and that talking about the '3 p's' (partnership, protection and participation) might be construed as lack of understanding.
- Pūrehuroatanga comes across clearly as a five-year initiative, but it is more than that and much of the work undertaken during the project will then become business as usual. We need to signal that this is not just a five-year/fixed-term initiative.
- We have not done justice to the amount of specific attention we give to appropriate teaching and learning environments. Two examples are Veterinary Science area and the media labs in CoCA.
- For the update on affirmation 3, we now use a common template for qualifications regulations. This was a major piece of work in 2017 and should be acknowledged.
- All staff to be interviewed by the audit panel will receive a copy of the final report.
- Plans are also being made to provide guidance to interviewees.
- For GS 4, ITS are often tasked with trying to automate an academic approval process but there is not a delegation framework to follow.

- If anyone has any feedback specifically around Māori and Te Tiriti can they please forward that to Ina Te Wiata in the first instance.
- We want to make this document as strong as we can.
- What impact will Te Huringa o Te Tai have? Reference to this project needs to be added to the report. *The Chair noted that contextual information will be provided to the panel prior to their visit next year.*
- It is important the panel understands the context of what we do and how we are distinctive.
- We want the panel to be able to physically visit each campus.

Some members noted they would be providing feedback as part of another group they were in that had received the report.

Ms Coote and the Chair thanked members for their considered feedback and continued support for this substantial piece of work.

4. COLLEGE OF BUSINESS

- 4.1 Non-CUAP Qualification Amendment: AC22/08/233
Bachelor of Accountancy

The suggestion to include in the justification statement that the amendment was from the advice from CAANZ was agreed.

RESOLVED: that document AC22/08/233Rev1 be approved with the agreed amendment.

Cullinane/Croucher
Carried

- 4.2 Non-CUAP Micro-credentials:
- 4.2.1 Client Engagement Skills AC22/08/234
 - 4.2.2 Ethics in Financial Advice AC22/08/235
 - 4.2.3 Growing your Wealth AC22/08/236

Documents AC22/08/234 and AC22/08/235 were incorrectly included in the Summary of Minor Regulatory Changes document presented at the last Academic Committee meeting.

An error was identified in document AC22/08/235. The College of Business will formally advise the Office of Academic Quality, Reporting and Assurance to correct the subject area from Financial Services to Financial Advice in the Curriculum Management system.

In response to the query of what the process is to credit the Client Engagement Skills and the Ethics in Financial Advice micro-credentials to the Diploma in Business Studies (Financial Advice) via RPL, with the key dilemma of using the existing database to recognise these credits so they can be evidenced in future the students are still required to make an application.

A separate issue identified is the regulations for the Diploma in Business Studies allows 15 credits from outside the schedule and because the micro-credentials are 30 credits the regulations will need to be amended.

Documents AC22/08/234 – AC22/08/236 were noted.

4.3 Early Notice – Qualification Amendment:

Master of Professional Accountancy

AC22/08/237

The College of Business representative spoke to the details outlined in the Early Notice. The professional body in New Zealand has advised of the opportunity for our 180 credit Master of Professional Accountancy qualification to become a conversion programme with the option of including an additional 60 credits to become a 240 credit masters. The additional 60 credits will advantage the students entering the accounting profession because it meets the criteria required by the CA ANZ.

While support was expressed for the intention to introduce a 'conversion' masters, introducing a 240 credit masters could be challenged and suggested the proposal clearly include the statement that the proposed change aligns with what is required to achieve the accreditation requirements for students entering the accountancy profession.

Document AC22/08/237 was noted.

★ 4.4 Summary of Minor Regulatory Changes – July 2022

AC22/08/238

Document AC22/08/238 was noted.

5. COLLEGE OF HEALTH

5.1 Non-CUAP Qualification Amendments – No New Enrolments:

5.1.1 Certificate in Mental Health and Addiction

AC22/08/239

5.1.2 Certificate in Public Health

AC22/08/240

It was noted that while both of these qualifications were only introduced in 2020, there appears to be a dissonance between these contemporary areas in demand and the policy settings in terms of funding.

Once the Certificate in Public Health has been retired, a non-CUAP qualification amendment will be presented to Academic Committee and consultation will be undertaken with the College of Sciences about replacing the Certificate of Science as the exit qualification.

RESOLVED: that documents AC22/08/239 and AC22/08/240 be approved.

O'Donoghue/Cullinane
Carried

6. COLLEGE OF SCIENCES

6.1 Summary of Temporary Assessment Changes: June to July 2022

AC22/08/241

This item was unstarred.

It was noted on document AC22/08/241 that a change was approved outside the CMT approved amelioration arrangements. The College of Sciences representative explained their approval process and the change in question was due to an oversight of not actioning the change in time. In addition, some Science courses have been temporarily changed under the Covid regulations and there have been instances of misunderstanding that the changes are permanent, and the conundrum is when the students have already been advised of the assessments.

The Chair supported the suggestion that a note from the Chair of College of Sciences Board to Academic Committee would suffice for seeking approval outside the arrangements. The Chair commented that currently work is being done to ensure there is clarity and consistency with decisions to support the Colleges.

Document AC22/08/241 was noted.

7. FOR INFORMATION

Nil.

8. DOCUMENTS FOR NOTING

8.1 Learning and Teaching Committee Minutes – 17 May 2022

AC22/08/242

Document AC22/08/242 was noted.

9. MOVING INTO PART II

EXCLUSION OF THE PUBLIC

THE CHAIRPERSON MOVED THAT, EXCLUDING

- Secretary

WHO HAD, IN THE OPINION OF THE ACADEMIC COMMITTEE, KNOWLEDGE THAT COULD BE OF ASSISTANCE, MEMBERS OF THE PRESS AND PUBLIC BE NOW 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> - Minutes (Part II) of 12 July 2022	These matters were considered in Part II of the meeting held on 12 July 2022 those reasons identified by the Academic Committee before the public was excluded.
<u>Item 2</u> - Matters Arising	These matters were considered in Part II of the meeting held on 12 July 2022 those reasons identified by the Academic Committee before the public was excluded.
<u>Item 3</u> – Graduating Year Review Reports	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 4</u> – Qualification Review Report Response	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 meeting of the University Research Committee held on Thursday 25 August 2022
held via Zoom at 2:00pm.

MINUTES – Part I [Public]

PRESENT: Giselle Byrnes (Chair), Bill Fish, Andrew Gilbey (alternate for Jonathan Elms), Craig Johnson, Ian Laird, Linda Murray, Linda Palmer, Tracy Riley, Viv Smith, Suzanne Wilkinson, Oli Wilson.

In attendance: Marise Murrie, Snow Wang, Jo Whittle.

1. APOLOGIES

Apologies were received from Jonathan Elms and Christine Kenney.

Oli Wilson left the meeting at 3:00pm.

The Chair welcomed to the meeting Andrew Gilbey, alternate for Jonathan Elms.

The meeting opened with a karakia offered by Linda Palmer.

2. CONFIRMATION OF Part I MINUTES OF MEETING HELD – 28 July 2022 (URC 22/102)
Resolved that the minutes of the last meeting be adopted as a true and correct record, subject to correcting the list of attendees to include Christine Kenney.

(All)

3. ACTION ITEMS AND MATTERS ARISING

NUMBER	RESPONSIBLE FOR ITEM	ITEM	RESPONSIBLE FOR ACTION	DUE DATE
1	Viv Smith	Share ideas for strategically leveraging international connections to increase collaborative research publications and enhance rankings.	Snow Wang	September 2022
2	Giselle Byrnes	At their discretion, Research Directors to share current College Research Committee Terms of Reference with URC for information.	Research Directors	Open
3	Giselle Byrnes	Follow up on the outcomes of Huia Jahnke's Strategic Investment Fund Fellowship: Research for Māori by Māori.	Giselle Byrnes	Open

4	Tracy Riley	Update URC on the outcome of the recommendation from the University Scholarships Advisory Committee to increase the value of doctoral scholarships.	Tracy Riley	Completed
5	Viv Smith	Share update from Royal Society Te Apārangi on funding for postgraduate students on Marsden funded projects.	Marise Murrie	Completed
6	Christine Kenney	Facilitate the involvement of members of the Māori Professoriate to support the Research Plan Refresh Working Group.	Christine Kenney	Completed
7	Tracy Riley	Send calendar invite to Christine Kenney for the next Research Plan Refresh Working Group meeting.	Jo Whittle	Completed

Action item 1: This action, to share ideas for strategically leveraging international connections to increase collaborative research publications and enhance rankings, arose in response to the notification of changes to QS ranking methodology from 2023 to include a measure of the extent of international research networks.

Action item 2: Research Directors were invited to share current College Research Committee Terms of Reference with the Committee for information. The Terms of Reference for the College of Health, College of Humanities and Social Sciences and Massey Business School Research Committees were noted at the July meeting and were included again for information at this meeting. The revised Terms of Reference for the College of Creative Arts Research Committee were presented for approval at this meeting.

Action item 3: An update will be provided at a future meeting on the outcomes of the Strategic Investment Fund Fellowship 'Research for Māori by Māori'.

4. STRATEGIC DISCUSSION

4.1 Horizon Europe Fund application and EURAXESS (URC 22/103)

EURAXESS is a pan-European initiative delivering information and support services to professional researchers. It is backed by the European Union (EU), member states and associated countries, and supports researcher mobility, career development and collaboration between Europe and the world. EURAXESS was supporting New Zealand organisations to participate in the Horizon Europe Fund, the EU's key funding programme for research and innovation. The New Zealand Government will ratify an agreement for New Zealand to become an Associate Member to Horizon Europe later this year, giving researchers in New Zealand access to apply for Horizon Europe grants as if they were in Europe. New Zealand universities could seek to participate in funding rounds in the first quarter of 2023. It was noted that the application process was complex and could require financial investment up front, and that the fund was unlikely to cover overhead costs.

The URC Working Group continued its work on the Research Plan refresh. Members of the Māori Professoriate had attended meetings in August and provided valuable feedback on the draft plan, particularly around the Te Tiriti commitments. A revised draft plan would be presented to URC in due course.

Part I: Paper for Information

The Shanghai Ranking's 2022 Academic Ranking of World Universities were released on 15 August. Over 2,500 institutions were included in the assessment this year and the top 1,000 universities in the world were ranked. Massey was the only New Zealand university to improve its ranking, from the range 701-800 in 2021 to 601-700 in 2022. The indicators used to rank universities included the number of alumni and staff winning Nobel Prizes and Fields Medals, the number of highly cited researchers selected by Clarivate, the number of articles published in journals of Nature and Science, and per capita performance.

Massey University had hosted Duncan Ross and Todd Hornal from Times Higher Education (THE) at the Turitea campus. The visit, organised by Snow Wang, provided an opportunity for Massey to showcase its work related to the United Nations Sustainable Development Goals (SDGs) and raise the profile of our research and researchers at THE. The visit followed a conference on THE World University Rankings held at University of Canterbury, which Snow Wang attended on behalf of Massey. It was noted that in the future Massey might wish to host a similar conference.

The Chair shared an update on the recent meeting of the Universities New Zealand (UNZ) Research Committee. URC noted the following:

- The UNZ Research Committee was sharing information on opportunities for promoting open access research, leveraging off the work being undertaken by the Council of New Zealand University Librarians.
- Giselle Byrnes is the UNZ representative on the ORCID Researcher Advisory Council, a group of researchers providing perspectives and advice to ORCID to help ensure the organisation provided value and utility to researchers. It was noted that there was an increasing level of engagement by Massey staff with ORCID. Giselle Byrnes is also the UNZ representative on the Australian and New Zealand Council for the Care of Animals in Research and Teaching (ANCCART). She was participating in the development of a collective university response to the 'Striking at the Source' petition from the New Zealand Anti-Vivisection Society that called on the government to replace the use of animals with non-animal-based research methods.
- Universities including Massey were each appointing a 0.4 FTE role to support the cross-sector Piki Ake project, funded by the Ministry of Business, Innovation and Employment (MBIE), and aimed at attracting, retaining, and supporting the capability and capacity of Māori scholars.
- MBIE representatives attended the UNZ meeting to give an update on progress following on from consultation on the Te Ara Paerangi Green Paper. A working group had been established, which included UNZ representation, and a 'road map' for future directions for the R&D sector was being developed. It was felt that the MBIE had taken on university sector feedback on the green paper, including supporting 'blue skies' research, collaborative management of research infrastructure across the R&D sector, and allowing for flexibility across the years.

The Strategic Research Excellence Fund (SREF) assessment committee met in July to consider applications for projects in 2023. The committee approved 27 out of 51 (53%) applications received. Eighteen applications were approved immediately, and further Strategic Initiative funding approved by the Senior Leadership Team had since enabled the funding of an additional nine projects. The Chair thanked assessment committee members, and in particular Acting Chair Viv Smith, for their work. The committee also noted the excellent administrative support provided by Kate Ryder and Haifa Albostami in Research Operations.

Action: Giselle Byrnes to share the results of the 2022 SREF round with members via Part I of the URC SharePoint site before the next meeting.

The committee acknowledged the success of the event hosted on 5 August by College of Creative Arts (CoCA) staff at Te Rau Karamu Marae on the Wellington campus to present the Team Research Medal to Te Kāhui Toi. The event was supported from both the Provost and College budgets. Thanks were extended to Oli Wilson, Eleanor McGechie and the CoCA staff involved in organising the event.

Tasa Havea, Dean Pacific, had been appointed to the URC and would be welcomed at the September meeting. A call had been made for nominations from postgraduate research students who wished to serve on the URC. There had been a high level of interest, with 15 nominations received. A decision on appointments will be made ahead of the next meeting.

It was noted that members were welcome to raise items as General Business or to bring verbal items to meetings, in addition to presenting papers on more substantive issues.

Jo Whittle gave an update on the discussion at the August PBRF Managers Group meeting. This group included PBRF administrators from universities and Te Pūkenga. The group had discussed the latest PBRF Sector Reference Group consultation paper, proposing provisions for New and Emerging Researchers, part time staff and staff with extraordinary circumstances. Consultation on this paper closes on 22 September 2022. The group felt that the proposed provisions were clearer than those presented in the previous paper on these topics, but that they would still place a considerable administrative burden on institutions, particularly as regards the proposals for recognising part time staff.

5. RESEARCH OPERATIONS MONTHLY REPORT (URC 22/104)
Noted. The Research Operations (RO) team provided an extensive level of support to researchers applying for external and internal funding opportunities during July. There were a number of vacancies in RO, and recruitment was underway for these positions. Members noted the review of Research Finance activity for the month of July 2018 to 2022, which showed a rise in invoicing over that period and, in particular, a large increase in the number of invoices generated in July 2022 compared with the same month in previous years. Thanks were extended to the Research Finance team for their excellent work at a very busy time. The committee also noted the update on Legal Services activity. The team had been responding to internal Massey deadlines and system changes, and managing an increase in workload associated with new legal appointments in a number of external organisations who were new to research contract management practices in universities and Crown Research Institutes. The impressive level of activity by academic staff applying to the various Health Research Council and other health research funds was observed, and it was noted that this was despite the general level of fatigue among researchers due to the ongoing impacts of COVID-19 on the workforce.
6. GRADUATE RESEARCH SCHOOL & ETHICS MONTHLY REPORT (URC 22/105)
Noted. Members were pleased to note the level of doctoral completions in the first half of 2022, and the steady rate of new doctoral enrolments over the past three years despite border closures. It was also noted that there had been an increase in the number of students

withdrawing from their doctoral studies, likely due to the impacts of COVID-19. Doctoral examinations continued to be held online, an arrangement that was working well for students and examiners.

An increase in the value of the stipend for Massey University Doctoral Scholarships had been approved from 2023, from \$25,000 per annum to \$30,000 FTE for full time and \$1500 per annum for part time students from 2023. Members were reminded to check that students had completed formal admission into the doctoral programme before including them in research projects or making any verbal offers of scholarships. Enquiries should be directed to Bridget Campbell and the Graduate Admissions and Scholarships team. The team also planned to follow up with doctoral scholarship holders who had withdrawn from their scholarships, to ask their reasons for choosing to withdraw, and it would also analyse application paperwork and other information to identify the factors behind withdrawals and develop measures to reduce the number of withdrawals.

7. ITEMS FOR DISCUSSION AND APPROVAL

- 7.1 CoCA revised College Research Committee Terms of Reference (URC 22/106)
Noted and endorsed. The revised ToR included changes to the membership of the committee, particularly the appointment of the College Postgraduate Director in recognition of the intention to provide leadership around postgraduate research including administration of the Masters of Design scholarships. The ToR also specified the expectations that at least two committee members identify as Māori, and at least one committee member was an Early Career Researcher.
- 7.2 CoCA Research Committee Minutes July 2022 (URC 22/107)
Noted.
- 7.3 CoH Research Committee Minutes May to July 2022 (URC 22/108)
Noted. It was noted that there was a high level of fatigue among researchers in the College. The committee was considering the implications of changes to the treatment of applications to the Human Ethics Committees for low risk projects, as researchers had expressed concerns that this category of applications was receiving a greater level of scrutiny than in the past and that this indicated a move away from the previous 'high trust' model. The issue would be being raised with the Director Research Ethics.
- 7.4 CoHSS Research Committee Minutes July 2022 Part 1 (URC 22/109)
Noted.
- 7.5 CoS Research Committee Minutes July 2022 (URC 22/110)
Noted. The committee had undertaken considerable work around research expectations, and had been working with Snow Wang to analyse SciVal data to identify areas of research strength and research 'identities' at school, discipline and topic levels.
- 7.6 Doctoral Research Committee Minutes July 2022 (URC 22/111)
Noted.

Part I: Paper for Information

- 7.7 Academic Committee Minutes July 2022 Part I (URC 22/112)
Noted.

8 ITEMS FOR NOTING

- 8.1 Protective Security Requirements for Research in Aotearoa New Zealand: an update (URC 22/113)

Noted. The Trusted Research – Protective Security Requirements (TR-PSR) document outlines the Government's expectations for institutions to protect personnel, property and information from foreign actors seeking to influence, disrupt or subvert Aotearoa New Zealand interests, and what this meant for research conducted by university staff (and students). The TR-PSR document, and the supporting risk matrix, risk register and Sensitive Research Management Framework, were created for and collectively by the university sector under the auspices of Universities New Zealand. It was noted that the work to respond to the TR-PSR would take time to be communicated and to be reflected in University policies and processes.

Compliance by universities with the Protective Security Requirements was not mandatory, unlike public service departments; rather they were encouraged strongly to implement the requirements in order to manage risks to research and researchers. The University was in the early stages of implementing the TR-PSR including understanding the implications for various key parts of the institution, and it was noted that researcher communication and education would be important factors.

- 8.2 The Conversation research engagement report July 2022 (URC 22/114)
Noted.

- 8.3 CoH Research Committee Terms of Reference (revised March 2021) (URC 22/115)
Noted.

- 8.4 CoHSS Research Committee Terms of Reference (revised July 2013) (URC 22/116)
Noted.

- 8.5 MBS Research Committee Terms of Reference (revised March 2020) (URC 22/117)
Noted.

9 GENERAL BUSINESS

The committee was provided with a verbal update on progress on the Manawatū library building transformation project. The design work had been completed and preparations were underway ahead of construction which was expected to begin early in 2023. Low use books and journals had been moved into storage (noting that the number of requests to retrieve these items would be monitored). The front of the building would be closed off and staff largely relocated to other premises, however the intention was to maintain a normal level of library service.

Linda Palmer offered a karakia to close the meeting.

Part I: Paper for Information

MEETING CLOSED AT 3:58 pm.

THE NEXT MEETING WILL BE HELD ON Thursday 22 September 2022.

ACTION POINTS
(To be carried over until completion)

NUMBER	RESPONSIBLE FOR ITEM	ITEM	RESPONSIBLE FOR ACTION	DUE DATE
1	Viv Smith	Share ideas for strategically leveraging international connections to increase collaborative research publications and enhance rankings.	Snow Wang	September 2022
2	Giselle Byrnes	At their discretion, Research Directors to share current College Research Committee Terms of Reference with URC for information.	Research Directors	Open
3	Giselle Byrnes	Follow up on the outcomes of Huia Jahnke's Strategic Investment Fund Fellowship: Research for Māori by Māori.	Giselle Byrnes	Open
4	Giselle Byrnes	Share the results of the 2022 SREF round with members via Part I of the URC SharePoint site.	Giselle Byrnes Jo Whittle	September 2022
5	Giselle Byrnes	Share the draft Academic Freedom Policy document with members via Part II of the URC SharePoint site.	Giselle Byrnes Jo Whittle	September 2022

DATE:	12 October 2022
AUTHOR:	Chair of Academic Board, Associate Professor Claire Matthews
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
22/10/267	Confirmation of Minutes Academic Board Meeting 14 September 2022 – Part II	For the reasons set out in the Part I minutes of 14 September 2022 held with public present	
22/10/268-269	Chair's Report – Part II (Appendices & verbal update)	Improper gain or advantage Personal privacy	s7(2)(j) s7(2)(a)
22/10/270	Pacific Plan Final Draft	Improper gain or advantage Allow free & frank expression	s7(2)(j) s7(2)(f)(i)
22/10/271	REaDI and PBRF Update	Improper gain or advantage	s7(2)(j)
22/10/272	Academic Audit Self Review Report	Improper gain or advantage	s7(2)(j)
22/10/273	Conferment of Degrees and Awarding of Diplomas and Certificates	Personal privacy	s7(2)(a)
22/10/274-280	Qualification Review Responses and Reports	Improper gain or advantage Allow free & frank expression	s7(2)(j) s7(2)(f)(i)

Noting Papers

Investment Plan Presentation

College of Humanities and Social Sciences College Board Minutes 19 August 2022 – Part II

College of Business College Board Minutes 16 August 2022 – Part II

Academic Committee Minutes 9 August 2022 – Part II

University Research Committee Minutes 25 August 2022 – Part II

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.