

Ngā āmiki | Minutes

Rā Date	Monday, 20 February 2023
Wā Time	1.00pm
Wāhi Venue	Council Chamber level 6 Matariki
Tāngata i tae mai Present	S 9(2)(a) OIA [REDACTED] [REDACTED] [REDACTED]
Whakapāha Apologies	S 9(2)(a) OIA [REDACTED], Professor C Moran
Ērā atu i tae mai In attendance	S [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] 9(2) [REDACTED]

1. WELCOME

S 9(2)(a) opened the meeting in te reo Māori, welcoming those present, in particular S 9(2) [REDACTED] as new S 9(2)(a) OIA [REDACTED], S 9(2)(a) OIA [REDACTED] Vice-President UCSA and S 9(2) [REDACTED] and S 9(2)(a) [REDACTED] who were attending for the Credit Transfer discussions.

2. CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETING ON 25 NOVEMBER 2022

Moved by the Chair:

That, the minutes of the meeting held on 25 November are a true and accurate record.

Carried

3. BUSINESS FROM THE CHAIR

S 9(2)(a) reminded members that when the Assessment Policy had been approved by the Academic Board in November there was a requirement that each Faculty produce their own moderation policy. A suggested template for a policy had been included for Faculty to use. He asked that Faculties gather this information if they had not already done so for consideration by the AAC at its meeting on 8 May.

S 9(2)(a) OIA [REDACTED] from Financial Services had asked that staff be reminded of the requirement for a S 9(2)(b)(ii) OIA [REDACTED]. A member questioned whether this applied to Special Topics, which often carried minimal extra resource requirements – the Acting Chair agreed to clarify this.

4 REGULATIONS

4.1 Proposal to standardise regulation requirements across the suite of Initial Teacher Education (ITE) qualifications offered by the Faculty of Education

S 9(2)(a) OIA asked that the proposal be withdrawn to allow S to complete further work around the regulations and submit it to a future AAC. This was agreed.

4.2 Credit Recognition and Transfer Regulations and Policy

S 9(2)(a) noted that this policy was previously discussed by the AAC in July 2020, but that the regulations and proposed policy were out of sync and new developments with micro-credentials had also occurred so broader changes to ensure consistency were now incorporated. There was no expectation that every Faculty would use RPL in future, but the proposal set down the process to be followed if they chose to do so. At present the process was largely confined to Education and Health with some exceptions.

The Acting Chair asked for feedback on the following matters:

- Regulation 7(b) states that there is no limit to the points from UC micro credentials that can be credited to a qualification, but from other institutions the amount is equivalent to that for other external credit to UC. Members were happy with this proposal.
- Regulation 7(a)(ii) "appropriate courses" describes both the course content and NZQF level. He confirmed that these micro credentials would not be included on a Schedule B but would be decided by an individual on a case-by-case basis in a Faculty as they might have been attained from external providers.
- Regulation 8(g) states that the fee for assessment of RPL is outlined elsewhere. Advice from Financial Services is that charging prospective students by point weighting would be difficult to administer. However, assessing requests could be very time consuming and a fixed cost charge might help deter students making multiple speculative requests for evaluation. The fee at Ara was set at \$100 an hour. Members agreed to discuss this further when the drafts are sent to Faculties for discussion.

S 9(2)(a) said that the documents would be cleaned up and then circulated to Faculties for consultation prior to final consideration by AAC and the Academic Board later in the year.

5 REPORT TO CUAP – DELETION OF MASTER OF COMPUTER ASSISTED LANGUAGE LEARNING

S 9(2)(a) OIA noted that the qualification had not been offered since 2017, and that the academic discipline has also moved on. The Faculty wish to remove it from their offerings. There were no questions.

Moved by the Chair:

That, the request to delete the Master of Computer Assisted Learning be approved and forwarded to Academic Board and CUAP.

Carried

6 COURSE WITHDRAWAL DATES 2024

The Acting Chair said that the proposed dates had been reviewed by the Academic Service Managers and other key staff. There were no questions or comments.

Moved by the Chair:

That the proposed course withdrawal dates for 2024 be approved.

Carried

7 ONLINE ENGLISH TESTS FOR ADMISSION

The Acting Chair noted that the NZQA had announced in December 2022 that it would no longer accept online versions of English language tests for international students from 1 January 2023. A summary of what is permitted at other NZ universities showed a variety of practice. Members agreed that the NZQA should be contacted to request the rationale for their decision. S 9(2)(a) OIA asked that if there are to be changes for 2024, that students should be given as much advanced warning as possible.

8 S 9(2)(b)(ii) OIA

S 9(2)(a) OIA

S 9(2)(a) OIA asked members if they would agree to a possible evening exam session to help with these issues – evening exams were common at the end of the year but not usual in mid-year. Members agreed to the proposal and asked that students be given as much notice as possible to help them plan work commitments etc around their exams. S 9(2)(b)(ii) OIA

S 9(2)(a) OIA S 9(2)(b)(ii) OIA

S 9(2)(a) OIA agreed to members requests that she would supply numbers of requested exams to the next AAC meeting on 20 March so they could have a clearer view of the sort of constraints needed. S 9(2) was thanked for the report – she left the meeting.

9 RESEARCH MASTER’S MILESTONES AND APPROACH

S 9(2)(a) OIA updated members on the next steps in the project. S 9(2)(a) OIA and S 9(2)(a) OIA had been working with Faculty reps on the updated paper and would continue to do so. She noted that the higher degree management system is now called Rauawa which is traditionally the plank secured to the top sides of a waka to increase its height, just as a graduate qualification adds to undergraduate study.

The following matters were raised:

- New forms were being developed for approving Master's milestones in the light of the new delegations' schedules.
- Further detailed work would be completed on the wording and process around students moving from full-time to part-time study.
- The new Thesis Supervision Policy was to be considered by the Graduate Research Committee and then Academic Board
- A new flowchart would be inserted to clearly show the ownership of a 90-point Masters student – where Faculty and the Graduate School fit in
- S 9(2)(a) OIA would have further discussions offline with S 9(2)(a) OIA on how the different pathways to the Master of Education would fit into the proposals.

10 ACADEMIC APPEALS COMMITTEE MEMBERSHIP

Members received the proposed Academic Appeals membership pool for 2023. A number of minor corrections to titles were suggested.

Moved by the Acting Chair:

That subject to the minor editorial changes above, that the Academic Appeals Committee Membership be approved.

Carried

SECTION B REPORTS

Moved by the Chair:

That the reports in Section B were received and approved.

Carried

The meeting closed at 2.10pm