**Academic Committee | MIT and Unitec**
**AGENDA**

**Date:** 4 November 2026
**Time:** 1:00pm-5:00pm
**Venue:** Ōtara Campus ND317 and MS Teams

## 1. Whakatuwheratanga | Opening

Kia tūturu tātou *(Let's be real)*
Kia manaaki tātou *(Let's be caring)*
Kia whai hiranga tātou *(Let's pursue excellence)*
Kia tūhonohono tātou *(Let's connect)*

Whano! Whano!
Haramai te toki!
Haumi ē!
Hui ē!
Taiki ē!

### 1.0 Apologies

**RESOLUTION:**
That the Academic Committee receive the apologies.

### 2. Resolution to exclude the public

Martin Carroll.

It will be moved by the Chair that the public be excluded from the following part of the meeting. This resolution will be made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 (LGOIMA) (noting the Committee is subject to Part 7 of the LGOIMA) and the particular interests protected by section 9 of the Official Information Act 1982 (OIA) which would be prejudiced by the holding of the relevant parts of the proceedings of the meeting in public. The general subject of each matter to be considered while the public is excluded and the reason for passing the resolution in relation to each matter are as follows:

| Closed Item | Session Item: General subject of each matter | Section(s) relied upon |
|---|---|---|
| 2.0 | Chairperson's Report | s9(2)(b)(ii), s9(2)(i) OIA |
| 2.1 | REC Report | s9(2)(a), s9(2)(i) OIA |
| 2.2 | Closed Academic Committee Meeting Minutes | s9(2)(b)(ii), s9(2)(i) OIA |
| 2.3 | Closed Academic Committee Work plan | s9(2)(b)(ii), s9(2)(i) OIA |
| 2.4 | Closed Action Register | s9(2)(b)(ii), s9(2)(i) OIA |
| 2.5 | Approval of Graduand Lists (MIT) | s9(2)(a) |
| 2.6 | Approval of Graduand Lists (Unitec) | s9(2)(a) |
| 2.7 | Quarterly Complaints and Appeals Report | s9(2)(b)(ii) |
| 2.8 | AAC Report | s9(2)(b)(ii) |
| 2.10 | LTC Report | s9(2)(b)(ii) |

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**Interests Protected**

| Section | Interest |
|---|---|
| s9(2)(a) | To protect the privacy of natural persons, including that of deceased natural persons. |
| s9(2)(b)(ii) OIA | To protect information where release would be likely to unreasonably prejudice the commercial position of the person who supplied or is the subject of the information. |
| s9(2)(i) OIA | To enable the organisation to carry out its activities without prejudice or disadvantage. |

**RESOLUTION:**
That the public be excluded from the remainder of the meeting.

**CLOSED AGENDA**

**3. Administration – public excluded**

Martin Carroll.

**3.0 Chairperson's Report – Closed Session**

Presenter: Martin Carroll

**RESOLUTION:**
That the Academic Committee receive the Chairperson's Report.

**3.1 Research Ethics Committee Report**

Presenter: Eric Boamah

REC Report 2026-10-14

**RESOLUTION:**
That the Academic Committee receive the Research Ethics Committee Report.

### 3.2 Minutes of the closed portion of Academic Committee Meeting

Academic Committee Closed Minutes Draft: 2026-10-06

**RESOLUTION:**
That the Academic Committee confirm the Minutes of the closed portion of Academic Committee meeting held on 6 October 2026 as a true and correct record.

### 3.3 Closed Academic Committee Work Plan

CLOSED Work Plan

**RESOLUTION:**
That the Academic Committee note the Closed Academic Committee work plan.

### 3.4 Closed Action Register

Presenter: Martin Carroll

CLOSED Action Register 2026-10-06

**RESOLUTION:**
That the Academic Committee receive the Closed Action Register.

### 3.5 Approval of Graduands Lists (MIT)

Presenter: Chris Park

Approval of Graduands Lists (MIT)

**RESOLUTION:**
That the Academic Committee approve the list of graduands as detailed in the paper and record them in the open session.

### 3.6 Approval of Graduands Lists (Unitec)

Presenter: Simon Tries

Approval of Graduands Lists (Unitec)

**RESOLUTION:**
That the Academic Committee approve the list of graduands as detailed in the paper and record them in the open session.

### 3.7 Quarterly Complaints and Appeals Report (Jul-Sep 2026)

Report

**RESOLUTION:**
That the Academic Committee receive Unitec Student Concerns, Complaints and Appeals Report for Q3, 2026.

### 3.8 Academic Approvals Committee

Presenter: Chris Park

AAC Report 2026-08-19, 2026-08-28, 2026-09-09

**RESOLUTION:**
That the Academic Committee receive the Academic Approvals Committee Report.

**3.9 Academic Quality Committee**
Presenter: Simon Tries

No report received for this meeting.
Last meeting: 16 September 2026 (received)
Next scheduled meeting: 18 November 2026

**3.10 Learning and Teaching Committee**
Presenter: Simon Nash

LTC Report (late paper)

**RESOLUTION:**
That the Academic Committee receive the Learning and Teaching Committee Report.

**4 Return to Open Session**
Martin Carroll.

**RESOLUTION:**
That the Committee move out of closed session and resume in open session.

**OPEN AGENDA**

**5 Confirmation of Resolutions from Closed Session**
Martin Carroll.

**RESOLUTION:**
That the Academic Committee confirm the following resolutions made in closed session:

**5.0** Chairperson's Report - Closed Session.
**5.1** Receive the Research Ethics Committee report.
**5.2** Confirm the Minutes of the closed portion of Academic Committee meeting minutes as a true and correct record.
**5.3** Receive the Academic Committee Work Plan.
**5.4** Receive the Closed Action Register.
**5.5** Approve the list of graduands (MIT) as detailed in the paper.
**5.6** Approve the list of graduands (Unitec) as detailed in the paper.
**5.7** Receive Quarterly Complaints and Appeals Report
**5.8** Receive the Academic Approvals Committee report.
**5.9** Receive the Learning and Teaching Committee report.

**6.0 Work Plan**
Academic Committee Workplan 2026

**RESOLUTION:**
That the Academic Committee note the Academic Committee Work Plan.

**6.1 Previous Minutes**

Academic Committee Open Minutes Draft: 2026-10-06
**RESOLUTION:**
That the Academic Committee confirm the Minutes of the meeting held on 6 October 2026 as a true and correct record.

### 6.2 Action Register

Open Action Register

**RESOLUTION:**
That the Academic Committee receive the Action Register.

## 7 General Business

### 7.1 Chairperson's Report

Presenter: Martin Carroll

**RESOLUTION:**
That the Academic Committee receive the Chairperson's Report.

### 7.2 Correspondence

Correspondence

**RESOLUTION:**
That the Academic Committee receive the Correspondence.

### 7.3 Student Regulations

Presenter: Fiona Campbell

Memo
Student Regulations

**RESOLUTIONS:**
That the Academic Committee:

- Note the proposed amendments from the 2026 review of the MIT and Unitec Student Regulations;
- Provide any final feedback on the draft Student Regulations and matters identified in this paper;
- Endorse the draft 2027 MIT and Unitec Student Regulations, subject to any amendments arising from its deliberations, and recommend the Student Regulations to the MIT and Unitec Council for approval.

### 7.4 Learning and Teaching Policy and Procedures

Presenter: Helen Perry

Memo.

1. Learning and Teaching Policy
2. Learning Design and Delivery Procedure
3. Teaching Excellence Procedure
4. Academic Staff Capability and Professional Learning Procedure
5. Academic Staff Induction and Mentoring Procedure
6. Literacy and Numeracy Assessment Procedure

**RESOLUTION:**
That the Academic Committee approve the Learning and Teaching Policy and related procedures.

**7.5 Academic Approvals Policy and Procedures**

Presenter: Helen Perry

Memo.

1. Academic Development and Approvals Policy
2. Academic Development and Approvals Procedure
3. Suspension, Withdrawal, Replacement and Closure of Academic Provision Procedure
4. Academic Agreements and Sub-contracting Procedure

**RESOLUTION:**

That the Academic Committee approves the Academic Approvals Policy and related procedures.

**7.6 Proposed Evaluation, Review and Monitoring Policy and associated procedures:**

Presenter: Simon Tries

Memo.

1. Evaluation Review and Monitoring Policy
2. Evaluation Procedure
3. Academic Review Procedure
4. Monitoring Procedure
5. Compliance and Improvement Procedure

**RESOLUTIONS:**

That the Academic Committee:

Approve the proposed:

- Evaluation Review and Monitoring Policy
- Evaluation Procedure
- Academic Review Procedure
- Monitoring Procedure
- Compliance and Improvement Procedure

Rescind the current:

- AC8_Evaluation Review and Monitoring Policy_v6.0_20260115
- AC8_1_Evaluation Review and Monitoring Procedures_v5.0_20260115
- UNITEC AC7.0 Academic Evaluation Review and Improvements Policy
- UNITEC AC7.2 Review of Academic Provision Procedure
- UNITEC AC7.3 Monitoring of Degrees Procedure

Note:

- the implementation timeframe
- The policy and the Evaluation Procedure is expected to need to also be provided to SLT for concurrent approval.

**7.7 Programme Committee Draft ToR and Membership Arrangements**

Presenter: Chris Park

1. Memo - Proposed amendments to Programme Committee Terms of Reference
   a. MITU Programme Committee ToR draft 20261022 marked up copy
   b. Programme Committee ToR draft 20261022 Clean copy
2. Memo - Proposed process for managing Programme Committee membership

**RESOLUTIONS:**
That the Academic Committee approve the draft Programme Committee Terms of Reference.
That the Academic Committee approve the proposed process to manage Programme Committee Membership.

### 7.8 Te Mana Akoranga Policy

Presenter: Hana Hohapata

a. Memo: Te Mana Akoranga
b. Te Mana Akoranga Policy
c. Te Mana Akoranga Overview
d. Te Mana AKoranga Overview Tracked Changes
e. Te Mana Akoranga Self-Assessment Tool
f. Te Mana Akoranga Self-Assessment Tool Tracked Changes

**RESOLUTION:**
That the Academic Committee approve Te Mana Akoranga policy.

### 7.9 Artificial Intelligence Usage Policy

Presenter: Martin Carroll

Memo

AI Usage Policy

**RESOLUTION:**
That the Academic Committee approve the Artificial Intelligence Usage Policy.

### 7.10 Subcommittee Membership Nominations

Presenter: Martin Carroll

Memo

**RESOLUTION:**
That the Academic Committee approve the appointment of subcommittee members as set out in the paper.

### 7.11 Proposed MAAC Representatives on Academic Subcommittees

Presenter: Wiremu Manaia

Memo

**RESOLUTION:**

That the Academic Committee approve the appointment of the MAAC nominees on Academic Subcommittees as set out in the paper.

### 7.12 Academic Committee and Subcommittee Memberships

Presenter: Martin Carroll

AC and Subcommittee Memberships

**RESOLUTION:**
That the Academic Committee receive the membership schedules for the Academic Committee and its subcommittees.

**7.13 Academic Committee Self-Assessment**
Presenter: Martin Carroll

**RESOLUTION:**

That the Academic Committee receive the paper for information.

**7.14 2027 Academic Committee Meeting Schedule**

2027 Academic Committee Meeting Schedule

**RESOLUTION:**
That the Academic Committee receive and note the proposed 2027 meeting schedule.

## 8 Standing Items

**Subcommittee Reporting**

**8.1 Disability Academic Advisory Committee (DAAC)**
Presenter: Annette Pitovao

DAAC Report: 2026-08-25

**RESOLUTION:**
That the Academic Committee receive Disability Academic Advisory Committee Report.

**8.2 International Academic Advisory Committee**
Presenter: Jeff Howe

IAAC Report: 2026-10-21

**RESOLUTION:**
That the Academic Committee receive International Academic Advisory Committee Report.

**8.3 Māori Academic Advisory Committee**

Presenter: Wiremu Manaia

MAAC Report: 2026-10-06

**RESOLUTION:**
That the Academic Committee receive Māori Academic Advisory Committee Report.

**8.4 Postgraduate Research and Scholarships Committee**
Presenter: Rosanne Ellis

PGRSC Report: 2026-10-09

**RESOLUTIONS:**

That the Academic Committee receive Postgraduate Research and Scholarships Committee Report.

**8.5 Research Committee**
Presenter: Rosanne Ellis

RC Report: 2026-10-08

**RESOLUTIONS:**
That the Academic Committee receive Research Report.

**8.6 Programme Advisory Oversight Committee**

PAOC Report: 2026-08-20

**RESOLUTION:**
That the Academic Committee receive Programme Advisory Oversight Committee Report.

## Whakamutunga | Closing

| | |
|---|---|
| Ka wehe atu tātou | We are departing |
| I raro i te rangimārie | Peacefully |
| Te harikoa | Joyfully |
| Me te manawanui | And resolute |
| Haumi ē! Hui ē! Taiki ē! | We are united, progressing forward! |