
Senate

Date: 26 July 2023

Time: 12:15pm

Note: This meeting has been cancelled as there are no items flagged for discussion on the agenda. In absence of further comments, all items on the agenda will be approved, endorsed, etc. as outlined in the agenda. For any questions or to request that any items on the agenda be flagged for discussion at a future meeting, please email Academic Committees and Services (academic.committees@otago.ac.nz) or contact Matt Angel on telephone extension 4852.



Agenda

Agenda 2

1. Minutes

To confirm
the minutes of the Senate hui on 28 June 2023.

- [20230628 Senate minutes](#)

8

2. Intimations from Council

To note
that the Council, 11 July 2023, received Communications from the Senate dated 28 June, 4 July,
and 5 July 2023 and approved the following:

a) Academic Proposals

- To rename the Consumer Food Science subject for the Master of Applied Science, Postgraduate Diploma in Applied Science, and Postgraduate Certificate in Applied Science to Food and Agriculture, including amendments to the subject requirements and the introduction of new papers, FOSC 406 Topics in Advanced Food Science 6 and FOSC 407 Topics in Advanced Food Science 7.

- To delete the Obesity Prevention and Management endorsement for the Postgraduate Diploma in Health Sciences and the Postgraduate Certificate in H

b) School of Computing

- To establish a new School of Computing within the Division of Sciences, with the establishment date of 1 August 2023.

- To disestablish the Department of Information Science in the Division of Commerce

- To disestablish the Department of Computer Science in the Division of Sciences

c) Admission to University Statute

To implement minor amendments to the Admission to University Statute 2011 regarding non-matriculated admission and credit for study elsewhere as a consequence of academic proposals approved by the Council and by the Committee on University Academic Programmes (CUAP) in 2022.

3. Limitations of Enrolment

To recommend
that Limitation of Enrolment requests for the 2024 academic year be approved.

- [2024 Limitation of Enrolment requests](#)

15

4. Changes to Committee Compositions

To note

that the Acting Vice-Chancellor has approved changes to the Composition of various academic committees as a consequence of establishing the new position of Dean, Learning and Teaching, which reports to the Deputy Vice-Chancellor (Academic).

- [20230718 Changes to committee Compositions](#)

22

5. University of Otago Quality Review Reports

a) Recently Released Review Reports

To note

that the following Review Reports have been authorised for release and are available from Megan Wilson of the Quality Advancement Unit (email: m.wilson@otago.ac.nz):

- Department of Anatomy, BMS, 26-28 July 2022
- Social Impact Studio, 16-17 August 2022
- Department of Chemistry, 12-14 October 2022
- Disability Information and Support, 7-9 November 2022
- Department of Food Science, 15-17 November 2022
- Māori Centre, 28-30 September 2022
- School of Arts, 17-20 October 2022
- Employment-Related Processes, 5-8 December 2022 (Please contact the Office of the Vice-Chancellor to request this Report.)
- Studholme College, 6-8 March 2023

(Please note that these Reports are confidential to the University community and distribution outside this group requires the approval of the Deputy Vice-Chancellor (Academic)).

b) Recently Completed and Upcoming Reviews

To note

that the following reviews have been recently completed, but have not yet released Review Reports, or are schedule to take place over the listed dates:

Recently completed reviews

- Genetics Teaching Programme, 28-30 November 2022
- School of Social Sciences, 20-24 March 2023
- Department of Public Health, UOW, 23-25 May 2023

Upcoming reviews

- Publications/Outputs Office/PBRF Office, 23-25 August 2023
- Ecology Programme, 2-4 October 2023
- Communication Section, External Engagement, 2-4 October 2023
- Neuroscience Programme, 25-27 October 2023
- Quality Advancement Unit, 13-15 November 2023

Deferred reviews

- University College, rescheduled for 2024
- Department of Zoology, rescheduled for 2024
- Department of Preventive and Social Medicine, DSM, rescheduled for 2024
- Department of Women's and Children's Health, DSM, rescheduled for 2024
- Department of Obstetrics, Gynaecology and Women's Health, UOW, rescheduled for 2024
- Department of Obstetrics and Gynaecology, UOC, rescheduled for 2025
- ELM Programme, rescheduled for 2025

6. Internationalisation Committee

To receive

the minutes of a meeting of the Internationalisation Committee on 19 June 2023, and

To note

that the following new and renewed agreements have been approved by the Deputy Vice-Chancellor (External Engagement) on recommendation of the Committee:

New agreements

- A Memorandum of Understanding (MOU) and Student Exchange Agreement (SEA) between the University of Otago and EM Normandie Business School, France
- An MOU between the University of Otago and Santa Monica College, U.S.A.
- An MOU between the University of Otago and IU International University of Applied Sciences, Germany

Renewed agreements

- The MOU between the University of Otago and Fiji National University, Fiji
- The MOU between the University of Otago and Universidad de Chile, Chile
- [20230619 IC minutes](#)

24

7. Research Committee

To receive

the minutes of a meeting of the Research Committee on 12 July 2023.

- [20230712 RC minutes](#)

26

8. Scholarships and Prizes Committee

To receive

a manatu from the Scholarships and Prizes Committee dated 17 July 2023, and

To recommend

that the following new prizes and new scholarship be approved:

New prizes

- Te Pae Takata Whakamānawa Māori Te Pae Tata - School of Arts Achievement Prize for First-Year Tauira Māori
- Te Pae Takata Whakamānawa Māori Te Hāpai Ō - School of Arts Leadership Prize for Second-Year Tauira Māori
- Te Pae Takata Whakamānawa Māori Te Pae Tawhiti - School of Arts Māori Research Prize for Third-Year Students
- School of Arts Fonua Achievement Prize for First-Year Pacific Students
- School of Arts Tivaevae Leadership Prize for Second-Year Pacific Students
- School of Arts Faletufuga Research Prize for Third-Year Students
- The Luke Kypri Prize

New scholarship

- Āwhina Scholarship

- [20230717 New prizes and scholarship](#)

31

9. Board of Undergraduate Studies

To receive

the minutes of a meeting of the Board of Undergraduate Studies on 5 July 2023, and

- [20230705 BUGS minutes](#)

40

a) To recommend

that the following new programme and associated new papers be approved:

(CUAP approval required)

New programme

- Diploma in Science (DipSc)

New papers

- PTWY 130 Mathematics for University Purposes
- PTWY 131 Introduction to the Human Body
- PTWY 132 Introduction to Plant Life

b) To approve

the following new, amended, and deleted papers and amended programmes:

New paper

- EDCR 220 Te Ohoka Ake

Amended papers

- EDCR papers
- EDPR papers
- BLAW 211
- BLAW 212

Deleted papers

- NEUR 302 Special Topic
- EDCR 203 Te Ohonga Ake o ngā Marautangaand
- EDCR 236 Toka Tū Moana – nga Āhutatanga Māori

Amended programmes:

- Food Science major and minor subject
- Bachelor of Teaching
- Bachelor of Commerce regulations

10. Board of Graduate Studies

To receive

the minutes of a meeting of the Board of Graduate Studies on 6 July 2023, and

- [20230706 BoGS minutes](#)

44

a) To approve

the following amended papers and amended programme:

Amended papers

- BDBA 906
- EDUC 579

Amended programme

- Master of Teaching and Learning

b) To note

that the Deputy Vice-Chancellor (Academic) has granted executive approval to offer the following special topic:

Special topic

- HIST 430 Special Topic: War, Memory, and Identity in the Twentieth Century

c) To note

that the following amended paper was approved under the expedited approvals process:

Amended paper

- TOUR 590

11. Date of Next Meeting

To note

that the Senate will next meet on Wednesday 30 August 2023 at 12:15 pm in the Council Chamber, with attendance via Zoom also welcomed.



Senate

Committee Secretary: Matt Angel Telephone: 03 479 4852

E-mail: academic.committees@otago.ac.nz

MINUTES OF A MEETING OF THE SENATE

28 June 2023

Present: Acting Vice-Chancellor (Convener), Associate Professor V R Anderson, Professor I G Barber, Professor R J Barker, Professor J M Baxter, Associate Professor M A Beres, Dr F Beyer, Associate Professor S A Biggemann, Professor P B Blakie, Professor P J Bremer, Professor C J Charles, Professor T S Conner, Professor P R Cooper, Professor T D Cooper, J R Cushen, Professor B K Daniel, Associate Professor G C Dick, Professor F J Edgar, Associate Professor A D Eketone, Associate Professor C Fraser, Professor N J Gemmell, J Gibson, Associate Professor A R Gorman, Associate Professor R W Greatbanks, Professor S E Griffiths, Associate Professor A J High, Professor C L Hulbe, Q D Jane, Professor C L Jasoni, Dr V Kahui, Professor R A Kemp, Professor M A Kennedy, Associate Professor J R Kirman, Professor S M Knowles, Dr S W Lau, Professor W M M Levack, Associate Professor P M Lokman, Associate Professor N T Lucas, Associate Professor L J Machado, Associate Professor C J Marshall, Professor E A Matisoo-Smith, Professor B J McCane, Professor N J Medlicott, Professor M J Miroso, Associate Professor A B Moore, Associate Professor C M Moy, Dr P M O’Kane, Professor D A Orlovich, Associate Professor T G Patterson, Professor R J A P Peeters, Dr T L Perry, Professor S G Pitama, Professor P C Priest, Professor J N J Reynolds, Professor G Sole, Professor L J Surgenor, A Taia, E F Taukolo, Professor R W Taylor, D J Thomson, Professor M A Thyne, Associate Professor S W Walker, M Wall, R K A White

In attendance: M T Angel, Associate Professor S J Mills, M A Morgan, Professor I Oey, Dr J E Weaver, M J Wilesmith

Apologies: Professor R W Aitken, Associate Professor A Alm, Professor A J Ballantyne, Professor G D Baxter, Professor J M Bering, Professor R J Blaikie, Associate Professor S E Bond, M E H Butts, Professor H R Campbell, Associate Professor A M Carr, S D Carrington, Dr J A Cattermole, Professor N J Cullen, Associate Professor M Dawson, Professor W J Duncan, Professor J B Halberstadt, Professor L A Hale, Associate Professor E A Hargreaves, Professor S J Jackson, Associate Professor C M L Johnson, Associate Professor D N Kenwright, Professor M D Lamare, E Lemalu-Eteuati, Dr G H Leonard, Professor B A Lovelock, Professor K M Lyons, Professor J B Maclaurin, Professor C A Marra, Professor S C Marshall, Dr R S Martin, Professor S P A McCormick, C D McQueen, Professor J F M Palmer, Associate Professor M A C Perry, Professor N F Pierse, Professor R Richards, Associate Professor K J Robertson, Associate Professor K R Ruckstuhl, Associate Professor D R Ruwhiu, Dr R M Schaaf, Professor B Schonthal, Dr D Schumayer, Professor L N Signal, Dr S J Stein, Professor W Sweetman, Professor M Thompson-Fawcett, Professor P P Vakaoti, Associate Professor S J Wakes, Associate Professor S C Walton, K L Wells, Professor T J Wilkinson, S W Willis, Professor E H Wyeth, Professor J Zhang

Item 1
For confirmation

1. Karakia Timatanga

The Convener opened the hui with a karakia.

2. Minutes

The minutes of the Senate hui on 31 May 2023 were confirmed.

3. Intimations from Council

The Senate noted that the Council received:

- a) A manatu from the Pro-Vice-Chancellor, Te Kete Aronui, Humanities dated 1 June 2023, and

APPROVED the disestablishment of the German, European Studies, and Asian Studies programmes and the Diploma in Global Cultures.

- b) Communications from the Senate dated 26 April 2023 and 31 May 2023, and

APPROVED the following:

- (i) Ti Kōuka – the Sustainability Strategic Framework 2022 – 2030
(ii) Scholarships and Prizes

The establishment of the following new scholarship and new prize:

New scholarship

- University of Otago Ralph Moir Memorial Entrance Scholarship

New prize

- Steph Dyhrberg Labour Law Prize

4. School of Computing and Information Science

The Senate

ENDORSED a joint proposal from the Divisions Pro-Vice-Chancellors of the Divisions of Commerce and Sciences to establish a School of Computing and Information Science within the Division of Sciences – effective from 1 August 2023 – and to disestablish the Department of Information Science in the Division of Commerce and the Department of Computer Science in the Division of Sciences, *noting that:*

- *Prior reviews of both the Department of Computer Science and the Department of Information Science have identified overlapping research and teaching interests, and the Senate heard views indicating that there are not enough differences to justify having two departments.*
- *The 2022 review of the Department of Information Science recommended restructuring both departments into a single unit.*
- *The establishment of the School would have the potential for a more focused academic programme building on the strengths of both areas.*

Item 1
For confirmation

- *The School would reduce the complexity of choice between programmes for students and reduce confusion regarding the points of difference between programmes for both students and the wider market.*
- *The School will allow for more efficient sharing of resources and has the potential for various programmes to sit under it.*
- *At this stage, a key intention of the School would be to develop a new programme in Software Engineering.*
- *The Divisions of Commerce and Sciences have signed a Memorandum of Understanding (MoU) regarding the teaching and collaboration responsibilities of the School to both Divisions.*
- *This proposal is supported by both departments and both Divisions affected, with the Heads of Department for Information Science and Computer Science both addressing the Senate in support of the proposal.*
- *The current structure of two department creates competition for students while the School should allow for improved outcomes for students through collaboration, in alignment with the collaboration and collegiality that has grown between the departments over the years.*
- *While there are still reasons for the School to have a presence in Commerce – as addressed through the MoU – the view of this proposal is that there are greater synergies to be found in Sciences.*
- *The proposal was framed as a positive strategic and academic move for computing excellence at the University in both research and teaching.*
- *While there is the potential for staffing changes in the new School should it be established, the expectation is that these would be driven by financial pressures that would have affected both departments regardless, rather than by the establishment of the School.*

5. University of Otago Quality Review Reports

a) Recently Released Review Reports

The Senate noted that the following Review Reports have been authorised for release and are available from Megan Wilson of the Quality Advancement Unit (email: m.wilson@otago.ac.nz):

- Department of Anatomy, BMS, 26-28 July 2022
- Social Impact Studio, 16-17 August 2022
- Department of Chemistry, 12-14 October 2022
- Disability Information and Support, 7-9 November 2022
- Department of Food Science, 15-17 November 2022
- Māori Centre, 28-30 September 2022
- School of Arts, 17-20 October 2022
- Employment-Related Processes, 5-8 December 2022 (Please contact the Office of the Vice-Chancellor to request this Report.)
- Studholme College, 6-8 March 2023

(Please note that these Reports are confidential to the University community and distribution outside this group requires the approval of the Deputy Vice-Chancellor (Academic)).

b) Recently Completed and Upcoming Reviews

The Senate noted that the following reviews have been recently completed, but have not yet released Review Reports, or are schedule to take place over the listed dates:

Item 1
For confirmation

Recently completed reviews

- Genetics Teaching Programme, 28-30 November 2022
- School of Social Sciences, 20-24 March 2023
- Department of Public Health, UOW, 23-25 May 2023

Upcoming reviews

- Department of Preventive and Social Medicine, DSM, 31 July - 2 August 2023
- Publications/Outputs Office/PBRF Office, 23-25 August 2023
- University College, 4-6 September 2023
- Ecology Programme, 2-4 October 2023
- Communication Section, External Engagement, 2-4 October 2023
- Neuroscience Programme, 25-27 October 2023
- Quality Advancement Unit, November 2023 - to be confirmed
- ELM Programme - to be confirmed
- Department of Women's and Children's Health, DSM; Department of Obstetrics and Gynaecology, UOC; Department of Obstetrics, Gynaecology and Women's Health, UOW – to be confirmed

6. Quality Advancement Committee

The Senate received the minutes of a meeting of the Quality of Advancement Committee on 2 May 2023.

7. Internationalisation Committee

The Senate received the minutes of a meeting of the Internationalisation Committee on 8 May 2023, and noted that the following new and renewed agreements have been approved by the Deputy Vice-Chancellor (External Engagement) on recommendation of the Committee:

New agreements

- A Memorandum of Understanding (MOU) between the University of Otago and Universitas Gadjah Mada, Indonesia
- An MOU between the University of Otago and Mesa Community College, U.S.A.
- An MOU between the University of Otago and Windward Community College, Hawai'i, U.S.A.
- An MOU between the University of Otago and Fujian Medical University, P.R. China
- A Student Exchange Agreement (SEA) between the University of Otago and Friedrich-Alexander-Universität Erlangen-Nürnberg, Germany
- An MOU between the University of Otago and Southwest University, P.R. China

Renewed agreements

- The MOU and SEA between the University of Otago and the University of Essex, United Kingdom
- The MOU and SEA between the University of Otago and Universidad Veracruzana, Mexico
- The MOU between the University of Otago and Dalian University of Foreign Languages, P. R. China

8. Committee for the Advancement of Learning and Teaching

The Senate received the minutes of a meeting of the Committee for the Advancement of Learning and Teaching on 25 May 2023.

Item 1
For confirmation

9. Research Committee

The Senate received the minutes of meetings of the Research Committee on 17 May 2023 and 7 June 2023.

10. Board of Undergraduate Studies

The Senate received the minutes of a meeting of the Board of Undergraduate Studies on 7 June 2023, and

APPROVED the following new and amended papers and amended programmes:

New paper

- MART 310 Current Issues in International Branding

Amended papers

- GENE 313
- GEOG 280

Amended programmes:

- Geography major subject
- Environmental Management major subject

NOTED that the following amended papers were approved under the expedited approval process for academic proposals:

Amended papers

- ACCT 310
- BLAW 211
- BLAW 212
- FINC 303
- FINC 308

11. Board of Graduate Studies

The Senate received the minutes of a meeting of the Board of Graduate Studies on 8 June 2023, and

RECOMMENDED that the following renamed programme and deleted programme and papers be approved:

(CUAP approval required)

Renamed programme

- Consumer Food Science subject for MAppSc, to be renamed Food and Agriculture

(CUAP notification required)

Deleted programme

- Obesity Prevention and Management endorsement for PGDipHealSc and PGCertHealSc

Item 1
For confirmation

Deleted papers

- OBPM 401
- OBPM 402
- OBPM 403

APPROVED

the following new, amended and deleted papers:

New papers

- NPSY 707 Clinical Practice in Neuropsychology 2
- POLS 413/513 Political Theory for the Environment

Amended paper

- NPSY 706 Clinical Practice in Neuropsychology 1

Deleted paper

- POLS 402/510 Community, Culture and Rights

NOTED

that the Deputy Vice-Chancellor (Academic) has granted executive approval to the following amended and reinstated papers:

Amended papers

- BDBA 913
- SCOM 412

Reinstated paper

- SCOM 413

12. Convener's Business

The Convener noted the recently announced additional increases to Student Achievement Component (SAC) funding for 2024 and 2025 and advised that the University would continue working with the unions and with the Otago University Students' Associate (OUSA) to lobby the Government for further assistance. Further modelling is needed to determine the impact of this funding, with the goal of minimising the number of job and programme losses necessary to achieve financial sustainability, but the University must still address its deficit.

The Convener advised that the University would soon be advertising for the role of Deputy Vice-Chancellor (Academic) (DVC(A)) as Professor Nicholson is currently engaged in the role of Acting Vice-Chancellor and has signalled her intention to retire upon the appointment of a new Vice-Chancellor. The role will be advertised internally within the University, but staff are welcome to share this advertisement with well-qualified individuals outside the University.

The Senate queried whether the role of DVC(A) should be left vacant to allow for a new Vice-Chancellor to provide input on the appointment, but acknowledged that a number of senior leadership roles at the University are currently being filled in an acting capacity and that there would be benefit in creating stability in the DVC(A) role.

The Senate queried whether the Government intends to intervene in the university sector around matters of competition between universities offering similar programmes. The Convener responded by noting that the Government is planning a review of the sector, with the scope of that review to be determined by the end of the year. However, the Vice-Chancellors and Chancellors across the motu hope to maintain the independence of their universities while fostering collaboration between institutions.

Item 1
For confirmation

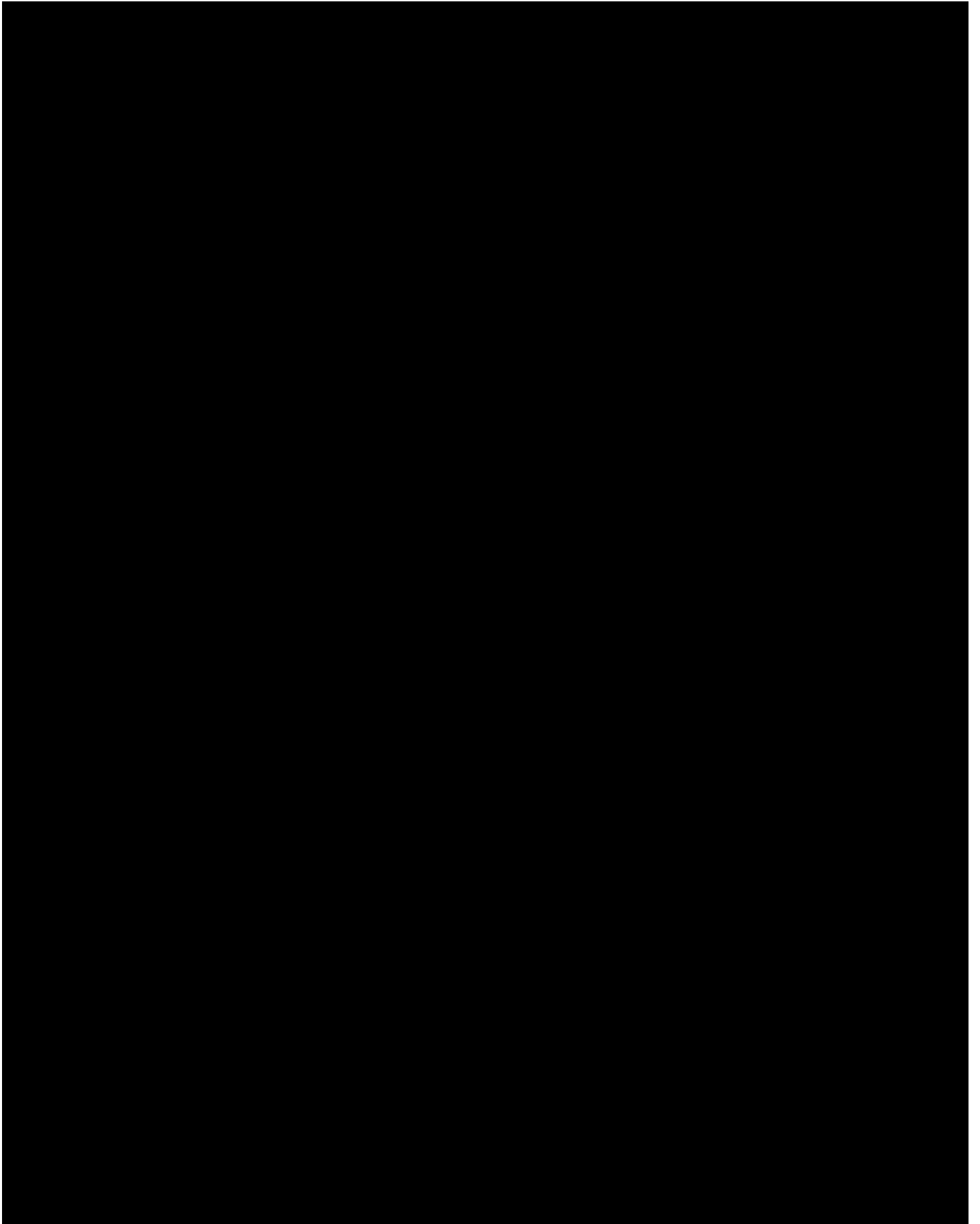
Finally, the Senate queried whether the University might have capacity to help re-train and provide academic and career development for some individuals who might be affected by job losses at the University. The Convener acknowledged this suggestion, which could be an area for further investigation.

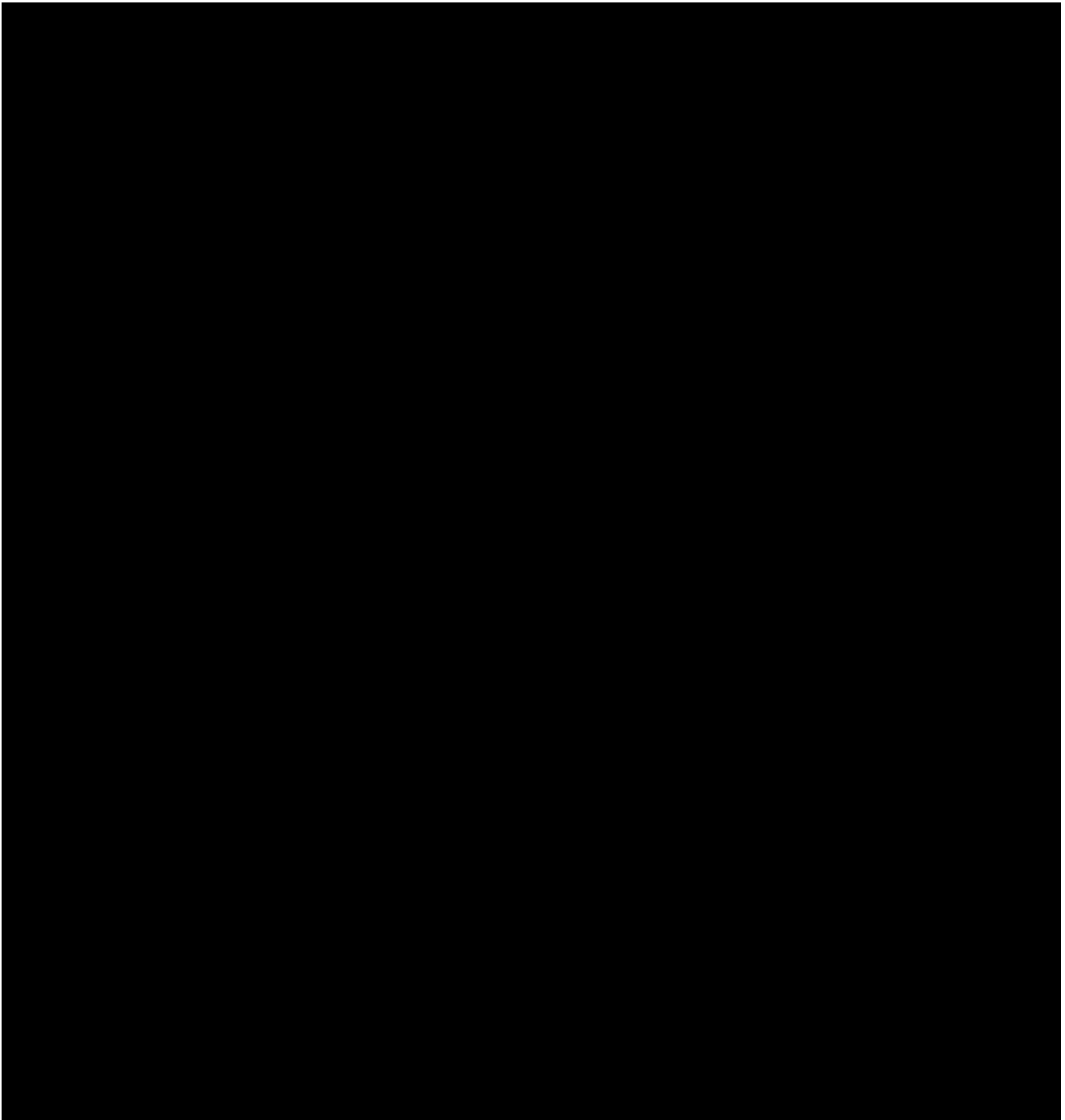
13. Date of Next Meeting

The Senate noted that it will next meet on Wednesday 26 July 2023 at 12:15 pm in the Council Chamber, with attendance via Zoom also welcomed.

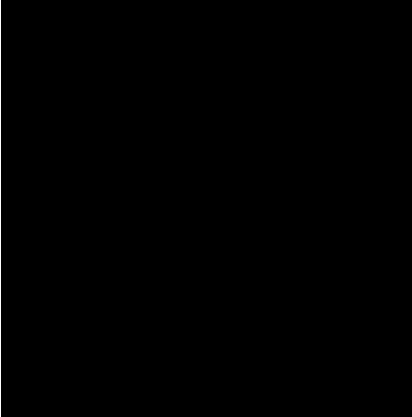
14. Karakia Whakamutunga

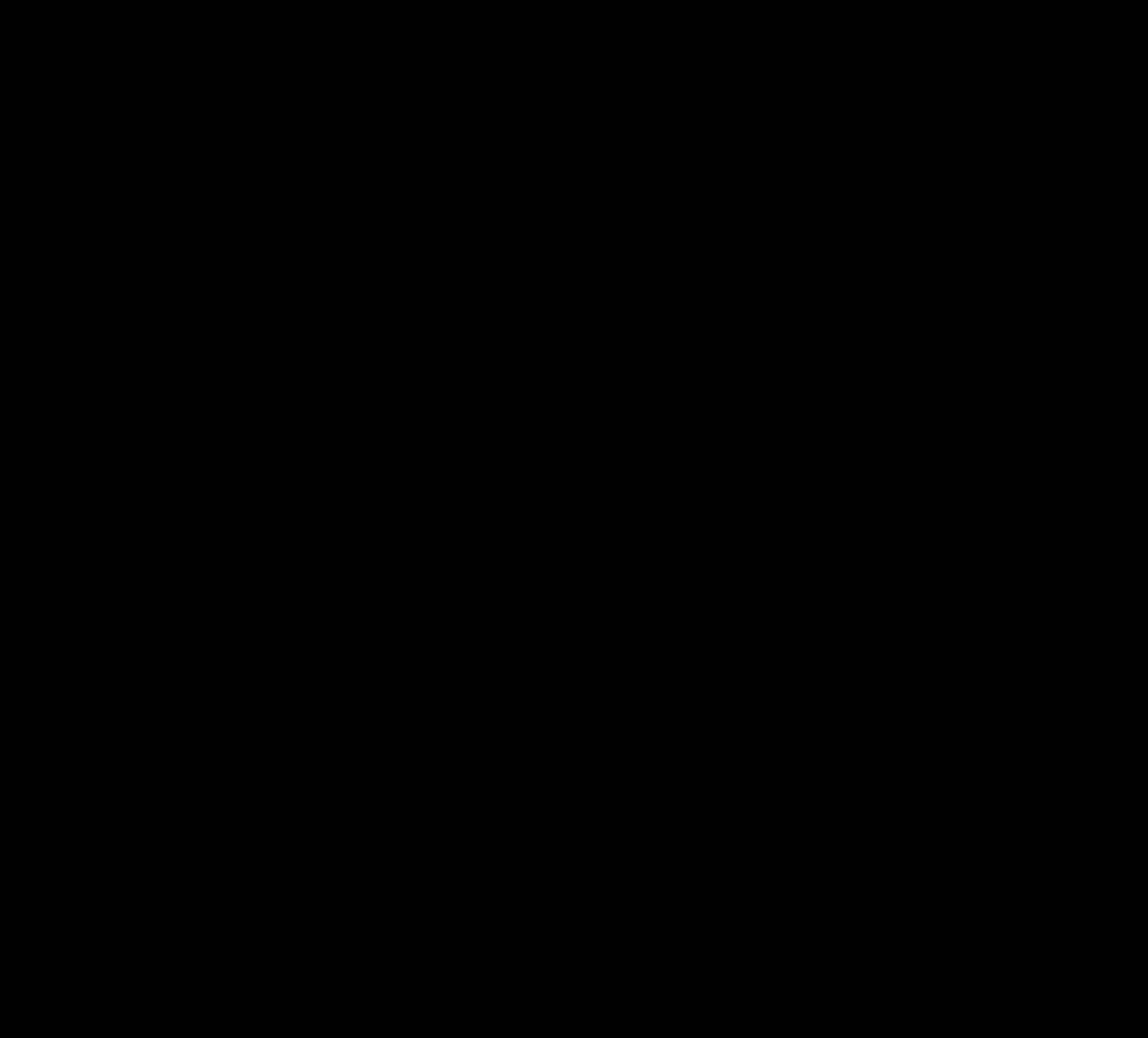
The Convener closed the hui with a karakia.



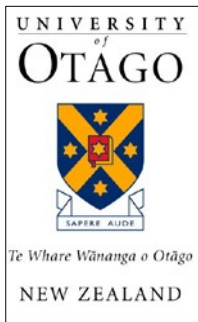


Item 3
For recommendation of approval









Manatu *Memorandum*

Ki a Senate
To

Nā Matt Angel, Secretary to the Senate
From

Te rā 18 July 2023
Date

Te Kaupapa Changes to the Composition of committees consequential to the
Re establishment of the Dean, Learning and Teaching position

The purpose of this manatu is to advise Senate of changes to the Composition of several academic committees – including committees reporting to the Senate – which have been approved by the Acting Vice-Chancellor as a consequence of establishing the new position of Dean, Learning and Teaching, which reports to the Deputy Vice-Chancellor (Academic). These changes are outlined below, and queries may be directed to Academic Committees and Services (academic.committees@otago.ac.nz). A further change will be needed in due course to ensure that the Dean, Learning and Teaching has *ex officio* membership on Senate, in place of the University's representative on CUAP; this will require approval by Council to amend the Senate Statute 2021.

Committees reporting to Senate

- Board of Undergraduate Studies: Replace the CUAP Representative with the Dean, Learning and Teaching (*no effect on current membership*)
- Board of Graduate Studies: Replace the CUAP Representative with the Dean, Learning and Teaching (*no effect on current membership*)
- Quality Advancement Committee: Add the Dean, Learning and Teaching as a member (*no effect on current membership*)
- Committee for the Advancement of Learning and Teaching (CALT): Replace the Deputy Vice-Chancellor (Academic) with the Dean, Learning and Teaching as a member and as Convener

Committees reporting to CALT

- Distance Learning Advisory Committee: Replace the Deputy Vice-Chancellor (Academic) with the Dean, Learning and Teaching as a member and as Convener
- Summer School Operational Group: Replace the Deputy Vice-Chancellor (Academic) with the Dean, Learning and Teaching as a member and as Convener

Further committees

- Academic Integrity Advisory Committee: Replace the Deputy Vice-Chancellor (Academic) with the Dean, Learning and Teaching as a member and as Convener
- Programmes and Papers Working Group: Dean, Learning and Teaching to take over as Convener from the Deputy Vice-Chancellor (Academic)
- Learner Success Advisory Group: Add the Dean, Learning and Teaching as a member



INTERNATIONALISATION COMMITTEE

**MINUTES OF THE INTERNATIONALISATION COMMITTEE
MONDAY, 19 JUNE 2023**

Present: Mr Jason Cushen (Acting Convenor), Associate Professor Joel Tyndall, Dr Florian Beyer, Dr Hunter Hatfield and Mr Cyrus Yam.

In attendance: Mrs Megan Smith, Ms Bronwen Stephens, Mrs Chriss Hamilton, Ms Danielle Yamamoto-Kerr, Ms Celia Corteletti, Dr Jo Oranje, Mr Garry Chronican, Mrs Susan Steer, Ms Jennifer Haugh (representing Student Experience), Ms Karamea Pewhairangi, Ms Rebecca Kurtovich and Ms Lynda Mclver.

Part 1: Matters to be Reported to Senate

1. Karakia Timatanga – led by Mr Cushen.

2. Welcome and Apologies

Apologies were received from Professor Tony Ballantyne and Associate Professor Leah Watkins.

██ and were unable to attend the meeting.

3. Confirmation of the Minutes of the Meeting of 8 May 2023

Part 1 of the Minutes of the meeting of 8 May 2023 was accepted as a true and accurate record.

4. Agreements

On the recommendations of the Committee, the Deputy Vice-Chancellor (External Engagement) approved the following proposed new agreements and renewals:

4.1 Proposed New Agreements

Recommended that the University of Otago enters into a Memorandum of Understanding (MOU) and Student Exchange Agreement (SEA) with EM Normandie Business School, France;

that the University of Otago enters into a MOU with Santa Monica College, U.S.A.;

that the University of Otago enters into a MOU with IU International University of

Applied Sciences, Germany.

4.2 Agreements to be Renewed

Recommended that the MOU between the University of Otago and Fiji National University, Fiji, be renewed;

 that the MOU between the University of Otago and Universidad de Chile, Chile, be renewed.

4.3 Finalised Agreements

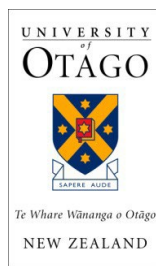
Noted that the following agreements have been finalised since the last meeting:

 a MOU between the College of Education, University of Otago, and the Faculty of Learning Sciences and Education, Thammasat University, Thailand;

 a MOU and SEA between the University of Otago and SGH Warsaw School of Economics, Poland;

 a MOU between the Division of Health Sciences, University of Otago and the Faculty of Medicine, Universität Hamburg, Germany;

 a MOU between the University of Otago and Olympic College, U.S.A.



**Research Committee
Minutes
RESEARCH COMMITTEE MEETING
12 July 2023**

Centre for Innovation seminar room, 1:00pm

Present: Professor Richard Blaikie (Convenor), Dr Rosie Brown, Professor Tamlin Conner, Dr Sara Filoche (z), Associate Professor Ceridwen Fraser, Dr Martin Gagnon (z), Professor Roslyn Kemp, Associate Professor John Shaver, Associate Professor Logan Walker (z), Mike Wall, Professor Sara Walton.

Apologies: Professor David Baxter, Professor Rose Richards, Associate Professor Diane Ruwhiu, Professor Emma Wyeth

In Attendance: Dr David Geraghty (z), Dr Donna Hendry (z), Dr John Milnes, Paulette Milnes

Welcome to Associate Professor John Shaver to his first meeting as Acting ADR Humanities

1. Minutes of the Previous Meeting

Accepted

That the minutes of the meeting of 7 June 2023, be accepted as a true and accurate record.

2. No Matters Arising

3. No Intimations from the Senate

4. Research Committee Strategic Activities

4.1 PBRF Sector Reference Group update

The initial cohort of panel members have been announced, including eight OU staff across the 14 panels. This does not include co-chairs.

In principle decisions on technical matters and Covid.

- Detail will come with draft guidelines.
- Covid will be considered part of force majeure.

Timeline changes

- Delay in release of draft guidelines. Now due 11 August.
- Early release of finalised EP template, schema and staff data file information.

Next Sector Reference Group meeting to look at draft guidelines is Friday 21 July.

Further options for panel membership will come in the second round, but details are dependent on submissions and numbers required.

There was a significant decrease in nominations from OU in 2023.

█ left the meeting.

4.2 **Research Responsiveness to Māori Policy**
Meeting with Senior Māori leaders for feedback will take place Monday 17 July 2023

- Policy to be presented to RC in August

4.3 **Te Ara Paerangi – Future Pathways**

MBIE are committed to TAP.

- Commitments for 2023 include Te Tiriti statements, career development, and industry-based PhD scholarships.

National Research Priorities

- The members of the group to guide recommendations to Cabinet have been selected, but not yet released, as they are yet to go through the Cabinet Selection process.
- Recommendations from this group will be finalised for endorsement by the new Cabinet after the October national election.

Next meeting of sector group is 22 August 2023.

NRPs will not set the entire research investment landscape for New Zealand. The Marsden Fund, HRC and Endeavour Fund will still exist, and awards are likely to be parallel to NRPs but not exclusively so.

5. **UORGs**

5.1 **UORG Extensions/Variations**

UORG Summary List

Approved

██████████, UORG extension to 30 June 2024

Approved

██████████, UORG budget variation

Approved

██████████, UORG extension to 31 December 2023

Approved

██████████, UORG extension to 31 December 2023

Approved

██████████, extension to 30 June 2024.

5.2 **UORG Panel composition and numbers**

Correction to last meeting: 103 UORG applications and 6 Prestigious Writing Grant applications have been received.

On review of applications, three panels were not viable:

- Mathematics and Information Science (2 applications)
- Physical, Earth and Biochemical Sciences (6 applications)
- Business, Economics, and Innovation (2 applications)

Five panels will run in 2023.

- Clinical and Public Health
- Human and Biomedical Sciences
- Humanities
- Social, Human and Behavioural Sciences and Business, Economics, and Innovation combined.
- Physical, Earth and Biochemical Sciences and Mathematics and Information Science combined into a General Science panel.

Convenors have been selected, are building panels and scheduling dates.

Numbers are down from 2022 applications, but this was expected after the refocus for 2023.

- 75 Early and Mid-Career Researcher applications

- 13 applications from Māori researchers
- 2 applications from Pasifika researchers.

ECR felt inequity regarding who would be allowed to apply. This messaging came from Departments. Guidelines for applications were not available at the time of application.

Funding availability

- Total applications [REDACTED]
- 2024 Budget not yet finalised.
- Professor Blaikie and [REDACTED] to discuss budget and provide budget parameters for Chairs to consider.

6

Incoming correspondence

No incoming correspondence

7.

Convener's Business

7.1

Pae Tata – Strategic Plan to 2030

Staff have been able to provide direct feedback through the Pae Tata hui which are currently taking place.

This feedback will inform the implementation plan which is the next deliverable.

Non-overheaded funding has been highlighted as an area of concern.

- Receiving funds from agencies that do not provide overheads is not prohibited, but Deans/HODs will have to decide whether or not to support applications to such funds based on alignment with strategic priorities.
ORIS will provide better information to HOD/Deans to make strategic decisions, rather than case by case decisions.
- This should be implemented first quarter 2024.

There are enablers around the five domains of Pae Tata, including processes, structures and support to ensure the ability to work effectively in ways that align with strategy.

Internal financial systems and models need to be such that they do not disincentivize collaboration across the University. Areas of concern include:

- Student EFTS allocations
- Doctoral scholarships

Changes to internal resource allocation models, resources and finance cannot be implemented for 2024, but will be considered as part of the longer-term implementation of Pae Tata.

7.2

Research Priority Areas

Focus discussion on priorities one and two:

1. Better focus our research into areas of strength
2. Communicate our research impact with local, regional, and global communities.

Priority two to be discussed at August meeting.

- [REDACTED], Senior Research Advisory Manager, invited to comment on advancing the Research Impact Framework.

Main point for RC discussion is identification of research strategic priorities.

- [REDACTED] compiling an analysis of research strengths for the past 10 years. This is due for the September meeting. This will support RC

discussions rather than direct them.

- [REDACTED] to conduct social network analysis to consider what our partners consider important, and meaningful engagement.

Current discussions are process setting rather than strategy setting.

Our research priority statements should align with national priorities but should not be led by them.

How research priorities are determined needs to be inclusive for all divisions, and the methodology chosen should not unfairly disadvantage any specific research area/type.

RC work needs to be done in parallel with Divisional and Departmental considerations.

There needs to be clear communication about how the process of decision making will proceed.

- [REDACTED], in conjunction with ADRs, to produce template to circulate to Divisions and departments to provide a consistency of approach to discussion of strategic research priorities. This should be discussed at least once in departmental meetings.

Members moved to workshop session to provide fuller opportunities for further discussion.

8. General Business

8.1 HRC funding

Congratulations to successful HRC funding applicants.

8.2 Horizons Europe

Formal agreement signed for Horizons Europe.

NZ government has committed to pick up overhead funding gap for successful applicants.

8.3 Changes to NIH funding

The NIH is proposing to change its policy regarding sub-awardees, particularly foreign researchers sub-contacted by US recipients of NIH funds. One of the changes would require all foreign recipients to provide copies of all lab notebooks, all data, and all documentation that supports the research outcomes. These materials must be provided to the primary recipient at each scientific update, no less that every six months, or more frequently based on risk.

There are legal and ethical concerns with this for NZ researchers.

- These include Māori data sovereignty, Privacy Act, intellectual property protection, ethical approvals, and would cause a significant administrative burden.

This would constitute a significant barrier for collaboration between US and NZ researchers.

[REDACTED] has brought this to the attention of Universities NZ who are in touch with other agencies regarding this change.

9. Next Meeting

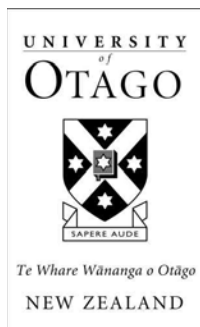
The next meeting of the Committee has been set down for 9 August 2023, mode to be advised.

Item 7
For noting

Distribution List

Professor Richard Blaikie
Professor Sara Walton
Professor Roslyn Kemp
Professor Hugh Campbell
Associate Professor Ceridwen Fraser
Dr Sara Filoche
Associate Professor Logan Walker
Professor Tamlin Conner
Dr Rosie Brown
Dr Martin Gagnon
Professor David Baxter
Professor Rose Richards
Professor Emma Wyeth

Mike Wall
Professor Maree Thyne
Professor Patricia Priest
Professor Jessica Palmer
Professor Richard Barker
Professor Jeff Smith
Stephen Willis
Gary Witte
Cc Matt Angel
Cc Dr David Geraghty
Cc Dr John Milnes
Cc Paulette Milnes
Cc Fiona Seaton



Memorandum

To The Senate
From Scholarships and Prizes Committee
Date 17 July 2023
Re New Prizes and Scholarship proposals

Preamble

The recommendation of the Senate is sought for the following new prizes and new scholarship to proceed to the University Council for its consideration.

1. NEW PRIZES

a) Te Pae Takata Whakamānawa Māori Te Pae Tata - School of Arts Achievement Prize for First-Year Taura Māori

- **Department:** School of Arts
- **Value:** \$500
- **Background:** One of three new prizes established by the University of Otago in 2023 in support of undergraduate Māori Arts students, with funding from the School of Arts. Valued at \$500, this prize celebrates diligence, merit and high academic achievement from a first-year taura Māori majoring in the School of Arts.
- **Recommended by:**
 - Professor Tim Cooper, Head of School of Arts, Division of Humanities
 - Professor Jessica Palmer, Pro-Vice-Chancellor, Division of Humanities

Proposed Regulations

Te Pae Takata Whakamānawa Māori Te Pae Tata - School of Arts Achievement Prize for First-Year Taura Māori

Established by the University of Otago in 2023, this prize celebrates diligence, merit and high academic achievement from a first-year taura Māori enrolled in a major or minor in the School of Arts.

The prize will be awarded annually by the University Council, on the recommendation of the Head of the School of Arts and a panel made up of

- 1) the Head of the School of Arts or a nominee, who will convene the panel;
- 2) the Humanities Kaiāwhina Māori;
- 3) the manager of the Māori Centre or a nominee; and
- 4) two or three representatives from the School of Arts nominated by the Head of the School of Arts (when possible, at least one from the School of Arts Teaching & Learning Committee).

Item 8
For recommendation of approval

The recipient shall be a first-year taura Māori enrolled in a major or minor in the School of Arts who is judged as having attained a high standard of achievement and has shown diligence and perseverance in their first year at the University of Otago.

Each School of Arts programme may make up to two nominations (ideally through each programme's Kaiāwhina). Members of the panel may make one nomination each. Nominations should include a supporting document of approximately 300 words explaining why the student is deserving of the prize.

The value of the prize will normally be \$500.

To be awarded the prize, the recipient must provide verification of Māori ancestry.

b) Te Pae Takata Whakamānawa Māori Te Hāpai Ō - School of Arts Leadership Prize for Second-Year Taura Māori

- **Department:** School of Arts
- **Value:** \$500
- **Background:** One of three new prizes established by the University of Otago in 2023 in support of undergraduate Māori Arts students, with funding from the School of Arts. Valued at \$500, this prize celebrates outstanding leadership from a second-year taura Māori majoring in the School of Arts.
- **Recommended by:**
 - Professor Tim Cooper, Head of School of Arts, Division of Humanities
 - Professor Jessica Palmer, Pro-Vice-Chancellor, Division of Humanities

Proposed Regulations

Te Pae Takata Whakamānawa Māori Te Hāpai Ō - School of Arts Leadership Prize for Second-Year Taura Māori

Established by the University of Otago in 2023, this prize celebrates outstanding leadership from a second-year taura Māori enrolled in a major or minor in the School of Arts.

The prize will be awarded annually by the University Council, on the recommendation of the Head of the School of Arts and a panel made up of

- 1) the Head of the School of Arts or a nominee, who will convene the panel;
- 2) the Humanities Kaiāwhina Māori;
- 3) the manager of the Māori Centre or a nominee; and
- 4) two or three representatives from the School of Arts nominated by the Head of the School of Arts (when possible, at least one from the School of Arts Teaching & Learning Committee).

The recipient shall be a second-year taura Māori enrolled in a major or minor in the School of Arts who is judged as having shown outstanding service and leadership, either within the School of Arts or in the wider community, in their second year at the University of Otago.

The decision will be based on evidence of leadership and outstanding personal qualities and attributes.

Each School of Arts programme may make up to two nominations (ideally through each programme's Kaiāwhina). Members of the panel may make one nomination each. Nominations

Item 8
For recommendation of approval

should include a supporting document of approximately 300 words explaining why the student is deserving of the prize.

The value of the prize will normally be \$500.

To be awarded the prize, the recipient must provide verification of Māori ancestry.

c) Te Pae Takata Whakamānawa Māori Te Pae Tawhiti - School of Arts Māori Research Prize for Third-Year Students

- **Department:** School of Arts
- **Value:** \$500
- **Background:** One of three new prizes established by the University of Otago in 2023 in support of undergraduate Māori Arts students, with funding from the School of Arts. Valued at \$500, this prize celebrates an outstanding research project from a third-year student in the School of Arts on a theme related to mātauranga Māori or significant to Māori.
- **Recommended by:**
 - Professor Tim Cooper, Head of School of Arts, Division of Humanities
 - Professor Jessica Palmer, Pro-Vice-Chancellor, Division of Humanities

Proposed Regulations

Te Pae Takata Whakamānawa Māori Te Pae Tawhiti - School of Arts Māori Research Prize for Third-Year Students

Established by the University of Otago in 2023, this prize celebrates an outstanding research project on a theme relevant to Māori from a third-year student enrolled in a major or minor in the School of Arts.

The prize will be awarded annually by the University Council, on the recommendation of the Head of the School of Arts and a panel made up of

- 1) the Head of the School of Arts or a nominee, who will convene the panel;
- 2) the Humanities Associate Dean Māori or one of their delegates;
- 3) the manager of the Māori Centre or a nominee; and
- 4) two or three representatives from the School of Arts nominated by the Head of the School of Arts (when possible, at least one from the School of Arts Teaching & Learning Committee).

The recipient shall be a third-year student enrolled in a major or minor in the School of Arts who is judged as having written or created an outstanding research project (whether an essay, a short story, a video production, a performance piece, or something else) in English or Te Reo Māori for a School of Arts paper on a theme related to mātauranga Māori and/or significant to Māori. Special consideration will be given to projects of interest to Kāi Tahu.

Each School of Arts programme may make up to two nominations (ideally through each programme's Kaiāwhina). Nominations should include a precis of the project and brief description of its outstanding qualities (500 words total).

The value of the prize will normally be \$500.

d) School of Arts Fonua Achievement Prize for First-Year Pacific Students

- **Department:** School of Arts
- **Value:** \$500
- **Background:** One of three new prizes established by the University of Otago in 2023 in support of undergraduate Pacific Arts students, with funding from the School of Arts. Valued at \$500, this prize celebrates diligence, merit and high academic achievement from a first-year Pacific student majoring in the School of Arts.
- **Recommended by:**
 - Professor Tim Cooper, Head of School of Arts, Division of Humanities
 - Professor Jessica Palmer, Pro-Vice-Chancellor, Division of Humanities

Proposed Regulations

School of Arts Fonua Achievement Prize for First-Year Pacific Students

Established by the University of Otago in 2023, this prize celebrates diligence, merit and high academic achievement from a first-year Pacific student enrolled in a major or minor in the School of Arts.

The prize will be awarded annually by the University Council, on the recommendation of the Head of the School of Arts and a panel made up of

- 1) the Head of the School of Arts or a nominee, who will convene the panel;
- 2) the Pacific Islands Students' Support Officer in the Division of Humanities;
- 3) the manager of the Pacific Islands Centre or a nominee; and
- 4) two or three representatives from the School of Arts nominated by the Head of the School of Arts (when possible, at least one from the School of Arts Teaching & Learning Committee).

The recipient shall be a first-year Pacific student enrolled in a major or minor in the School of Arts who is judged as having attained a high standard of achievement and has shown diligence and perseverance in their first year at the University of Otago.

Each School of Arts programme may make up to two nominations (ideally through each programme's Pacific liaison). Members of the panel may make one nomination each. Nominations should include a supporting document of approximately 300 words explaining why the student is deserving of the prize.

The value of the prize will normally be \$500.

To be awarded the prize, the recipient must provide verification of Pacific ancestry.

e) School of Arts Tivaevae Leadership Prize for Second-Year Pacific Students

- **Department:** School of Arts
- **Value:** \$500
- **Background:** One of three new prizes established by the University of Otago in 2023 in support of undergraduate Pacific Arts students, with funding from the School of Arts. Valued at \$500, this prize celebrates outstanding leadership from a second-year Pacific student majoring in the School of Arts.

Item 8
For recommendation of approval

- **Recommended by:**
 - Professor Tim Cooper, Head of School of Arts, Division of Humanities
 - Professor Jessica Palmer, Pro-Vice-Chancellor, Division of Humanities

Proposed Regulations

School of Arts Tivaevae Leadership Prize for Second-Year Pacific Students

Established by the University of Otago in 2023, this prize celebrates outstanding leadership from a second-year Pacific student enrolled in a major or minor in the School of Arts.

The prize will be awarded annually by the University Council, on the recommendation of the Head of the School of Arts and a panel made up of

- 1) the Head of the School of Arts or a nominee, who will convene the panel;
- 2) the Pacific Islands Students' Support Officer in the Division of Humanities;
- 3) the manager of the Pacific Islands Centre or a nominee; and
- 4) two or three representatives from the School of Arts nominated by the Head of the School of Arts (when possible, at least one from the School of Arts Teaching & Learning Committee).

The recipient shall be a second-year Pacific student enrolled in a major or minor in the School of Arts who is judged as having shown outstanding service and leadership, either within the School of Arts or in the wider community, in their second year at the University of Otago.

The decision will be based on evidence of leadership and outstanding personal qualities and attributes.

Each School of Arts programme may make up to two nominations (ideally through each programme's Pacific liaison). Members of the panel may make one nomination each. Nominations should include a supporting document of approximately 300 words explaining why the student is deserving of the prize.

The value of the prize will normally be \$500.

To be awarded the prize, the recipient must provide verification of Pacific ancestry.

f) School of Arts Faletufuga Research Prize for Third-Year Students

- **Department:** School of Arts
- **Value:** \$500
- **Background:** One of three new prizes established by the University of Otago in 2023 in support of undergraduate Pacific Arts students, with funding from the School of Arts. Valued at \$500, this prize celebrates an outstanding research project from a third-year student in the School of Arts on a theme related to the Pacific islands or significant to Pacific peoples.
- **Recommended by:**
 - Professor Tim Cooper, Head of School of Arts, Division of Humanities
 - Professor Jessica Palmer, Pro-Vice-Chancellor, Division of Humanities

Proposed Regulations

School of Arts Faletufuga Research Prize for Third-Year Students

Established by the University of Otago in 2023, this prize celebrates an outstanding research project on a theme relevant to the Pacific from a third-year student enrolled in a major or minor in the School of Arts.

The prize will be awarded annually by the University Council, on the recommendation of the Head of the School of Arts and a panel made up of

- 1) the Head of the School of Arts or a nominee, who will convene the panel;
- 2) the Humanities Associate Dean Pacific or a nominee;
- 3) the manager of the Pacific Islands Centre or a nominee; and
- 4) two or three representatives from the School of Arts nominated by the Head of the School of Arts (when possible, at least one from the School of Arts Teaching & Learning Committee).

The recipient shall be a third-year student enrolled in a major or minor in the School of Arts who is judged as having written or created an outstanding research project (whether an essay, a short story, a video production, a performance piece, or something else) in English or a Pacific language for a School of Arts paper on a theme related to the Pacific islands or significant to Pacific peoples.

Each School of Arts programme may make up to two nominations (ideally through each programme's Pacific liaison). Nominations should include a precis of the project and brief description of its outstanding qualities (500 words total).

The value of the prize will normally be \$500.

g) The Luke Kypri Prize

- **Department:** Politics Programme, School of Social Sciences
- **Value:** \$750 Total – \$350 1st prize, \$250 2nd prize, \$150 3rd prize
- **Background:** This prize is funded by the William Kennedy Memorial Trust, which also funds other Politics prizes. The award honours the memory of Luke Kypri, a University of Otago student who achieved outstanding grades in four 100-level Politics papers before tragically dying in 2021. The prize will be awarded annually to the three students who, in their first year studying politics, achieve the highest average for two 100-level POLS papers in a single year.
- **Recommended by:**
 - Professor Will Sweetman, Head of School of Social Sciences Division of Humanities
 - Professor Jessica Palmer, Pro-Vice-Chancellor, Division of Humanities

Proposed Regulations

The Luke Kypri Prize

Established by the University of Otago in 2023 through generous support from the William Kennedy Fund, from which other Politics prizes are already funded, the Luke Kypri prize honours the memory of Luke Kypri, who completed all four politics 100-level papers in a single year, achieving outstanding grades across those papers, before tragically passing in 2022.

Item 8
For recommendation of approval

This prize, which honours the memory of Luke Kypri, will be awarded annually by the University Council to the three students who, in their first year of studying politics, achieve the highest grade average across two 100-level POLS papers completed within a single calendar year.

The value of the prize will normally be:

- \$350 for 1st Place
- \$250 for 2nd Place
- \$150 for 3rd Place

The award may be given concurrently with other awards.

The value of the prize and regulations may be reviewed from time to time.

2. NEW SCHOLARSHIP

a) Āwhina Scholarship

- **Department:** Otago Medical School
- **Value:** \$5,000
- **Background:** This new scholarship is the result of a generous donation from a general practitioner, Dr Penny Kagan, and is designed to offer assistance and encouragement to recipients on their career journey. The scholarship will be awarded annually to one female Māori or Pacific student enrolled in the MB ChB undergraduate medical programme, and factors such as academic ability, commitment to community, and interest in research and clinical advancement will all be considered in selecting the successful applicant.
- **Recommended by:**
 - Professor Tim Wilkinson, Acting Dean of Otago Medical School, Division of Health Sciences
 - Professor Patricia Priest, Acting Pro-Vice-Chancellor, Division of Health Sciences

Proposed Regulations

Āwhina Scholarship

Established in 2023 by the University of Otago through a generous donation from a general practitioner, Dr Penny Kagan, who wishes to give back to Otago Medical School by offering assistance and encouragement to students on their career journeys. This scholarship offers financial support to one female Māori or Pacific undergraduate medical student each year.

Painga (Eligibility)

Applicants must:

- be a New Zealand citizen or New Zealand Residence Class Visa Holder;
- be a female Māori or Pacific student enrolled in the Bachelor of Medicine and Bachelor of Surgery (MB ChB) undergraduate medical programme at the University of Otago;
- hold or be able to obtain either Māori or Indigenous Pacific ancestry verification.

<https://www.otago.ac.nz/study/otago666451.html>

Item 8
For recommendation of approval

Mahi Tono (Application Process)

Every application for the scholarship must be submitted to Student Administration (Scholarships) at the University of Otago by the specified closing date.

Every applicant must submit:

- a completed application form;
- a statement demonstrating the applicant's involvement in, and commitment to, their Māori or Pacific community; and
- an academic reference letter.

Kōwhiritanga (Selection Process)

The Selection Panel shall consist of (i) the Dean of Otago Medical School as chair, (ii) one Associate Dean (Māori) and one Associate Dean (Pacific) nominated by the Dean, (iii) Māori and Pacific clinical and academic staff nominated by the Dean, and (iv) the Director of Development and Alumni Relations (or their nominees).

In addition to the University of Otago Māori Strategic Framework and the University of Otago Pacific Strategic Framework 2022–2030, the following factors shall be considered in selecting the scholarship recipient:

- The applicant's involvement in and commitment to Māori or Pacific communities.
- The applicant's academic ability and potential.

The Panel may require an interview with short-listed applicants for this scholarship.

Ahumoni (Financial)

- The scholarship is valued at \$5,000, and may be awarded only once to each recipient.
- One scholarship will be available each year.

Wā Roanga (Tenure)

- The scholarship must be held with full-time tenure.
- The scholarship must be taken up within one year of being awarded.
- The scholarship may be held concurrently with any other University of Otago scholarship where its regulations also allow co-tenure.

Herenga Atu (Other Requirements)

- Award of this scholarship is dependent on the recipient being enrolled at the University of Otago at the time of application.
- The University of Otago reserves the right to use the names, photographs, and details of successful applicants for advertising and publicity. The award holders must agree to be reasonably available to participate in interviews and promotional activities if requested by the University of Otago.

Recommendations

- 1) The Senate recommends that the following new prizes and new scholarship proceed to University Council for its consideration:
 - a. New Prizes
 - i. Te Pae Takata Whakamānawa Māori Te Pae Tata - School of Arts Achievement Prize for First-Year Taurira Māori;

Item 8
For recommendation of approval

- ii. Te Pae Takata Whakamānawa Māori Te Hāpai Ō - School of Arts Leadership Prize for Second-Year Tauira Māori;
 - iii. Te Pae Takata Whakamānawa Māori Te Pae Tawhiti - School of Arts Māori Research Prize for Third-Year Students;
 - iv. School of Arts Fonua Achievement Prize for First-Year Pacific Students;
 - v. School of Arts Tivaevae Leadership Prize for Second-Year Pacific Students;
 - vi. School of Arts Faletufuga Research Prize for Third-Year Students;
 - vii. The Luke Kypri Prize; and
- b. New Scholarship
- i. Āwhina Scholarship.

Item 9
For approval, recommendation of approval, and
noting, as outlined in the agenda



Board of Undergraduate Studies

Committee Secretary: Matt Angel
E-mail: academic.committees@otago.ac.nz
Telephone: 03 479 4852

Minutes of a Meeting of the Board of Undergraduate Studies

5 July 2023

- Present:** Professor Phil Bremer (Convener), Professor Tim Cooper, Jason Cushen, Jennifer Haugh, Professor Brendan McCane, Professor Lisa McNeill (representing the Division of Commerce), Dr Sarah Stein, Associate Professor Wayne Stephenson (representing the Division of Humanities), Professor Lois Surgenor, Dr Julie Timmermans
- In attendance:** Matt Angel, Associate Professor Melanie Beres (incoming Associate Dean (Academic) for the Division of Humanities), Rebecca Connaughton, Carol Forbes, Richard German, Sandra Spence, Mark Wilesmith
- Apologies:** Ngaroma Bennett, Mia Heaphy Butts, Associate Professor Richard Greatbanks, Professor Karl Lyons, Professor Simone Marshall, Margaret Morgan

1. Karakia Timatanga

The Convener opened the hui with a karakia.

2. Membership Changes

The Board welcomed Professor Phil Bremer to the Board as Convener in his role as Acting Deputy Vice-Chancellor (Academic), taking over from Professor Helen Nicholson.

3. Minutes

The minutes of a meeting of the Board on 7 June 2023, previously circulated, were confirmed.

4. Intimations from Senate

The Board noted that the Senate, 28 June 2023, received the minutes of the Board dated 7 June 2023, and approved all recommendations contained therein.

Item 9
For approval, recommendation of approval, and
noting, as outlined in the agenda

5. Matters Still to be Finalised

The Board noted that the following matters previously considered by the Board were still to be finalised:

- a) Proposals to amend the regulations for the Health Professional programmes concerning eligibility to apply for admission to the programme (June 2022) (April 2023)

For enquiries regarding the follow-up of matters discussed by the Board relating to administrative processes, amendments to forms, and work being undertaken by other boards, working parties or offices, please contact Academic Committees and Services (academic.committees@otago.ac.nz).

6. OPEL Academic Advisory Group

The Board received the minutes of a meeting of the University of Otago Pathway and English Language Centre (OPEL) Academic Advisory Group on 16 May 2023, and

APPROVED revised Terms of Reference (ToR) for the OPEL Academic Advisory Group, *subject to adding an approval date and a scheduled review date to the revised ToR.*

7. Te Huarahi - Pathway

The Board

RECOMMENDED that a proposal from Te Huarahi | Pathway to introduce the Diploma in Science – including new papers PTWY 130, PTWY 131 and PTWY 132 – be approved (**CUAP approval required**), having been recommended for approval by the Division of Sciences (19 June 2023), *noting that:*

- ██████████ expressed gratitude for the consultation on this proposal, which has resulted in improvements.
- This Diploma will widen options alongside the Diploma in Arts (DipArts) and Diploma in Commerce (DipCom) and allow for better promotion of all three Diplomas, particularly in international markets.
- This Diploma also provides a path into the Bachelor of Health Sciences, but it does not provide a path into Health Sciences First Year (HSFY) or any of the other programmes in Health Sciences, with the current path progressing from a Foundation Studies Certificate into HSFY remaining preferred to developing a Diploma path into the programmes supported by HSFY.
- While the Division of Sciences has expressed concerns over creating new papers to support the Diploma rather than utilising existing papers – such as HUBS 191 and BIOL 123 – the Division has acknowledged the pedagogical justifications for maintaining smaller cohort sizes for Diploma students and is supportive of seeing how the Diploma operates in practice once introduced.
- Concerns over the mathematics paper supporting this Diploma and the DipCom have been satisfactorily addressed.
- The Board discussed one commenter’s concern that the proposal may have deficit-focussed language around students from Māori and Pacific backgrounds – noting, however, that this language mirrors the DipArts and DipCom, which had wide Māori consultation prior to introduction – with Professor Cooper to follow up and make sure this concern is addressed.

Item 9

For approval, recommendation of approval, and noting, as outlined in the agenda

- *The Board discussed the removal of the word ‘normally’ from regulations around duration of the programme and confirmed that students are expected to complete the Diploma in one year of full-time study, apart from exceptional circumstances, which may be covered under the Variations clause.*
- *There was not an opportunity to promote the DipArts and DipCom in international markets prior to their introduction for 2023, but given that they are now being promoted, it is forecasted that this Diploma and the DipArts and DipCom should enjoy good enrolment numbers moving forward, particularly among international students.*
- *The Board queried whether the research project to be carried out by [REDACTED] on student achievement in this Diploma and the DipArts and DipCom would include collection of qualitative data – noting that this may provide powerful stories – and queried whether the Diplomas might incorporate a capstone project at the end of the Diploma year.*
- *There are minor typographical errors in the proposals presentation of the DipArts and DipCom regulations.*

8. Division of Sciences

The Board

RECOMMENDED that the following proposals from the Division of Sciences (19 June 2023) be approved:

Neuroscience

SCI-1 - To delete NEUR 302

Food Science

SCI-2 - To amend the major and minor subject requirements and honours prerequisites for Food Science, *noting that the Convener declared a conflict of interest for this proposal.*

9. Division of Humanities

The Board

RECOMMENDED that the following proposal from the Division of Humanities (21 June 2023) be approved:

College of Education

HUM-1 - To amend the regulations and schedules for the Bachelor of Teaching, with consequential amendments to EDCR and EDPR papers, *noting that:*

- *The College of Education should be aware that students have already begun applying for 2024 and may need to be notified of these changes.*
- *The Board the College of Education to consider a consistent approach for how it might handle situations in which a student struggled to complete MAOR 110 but was otherwise prepared to progress with the programme.*

HUM-2 - To introduce a new paper, EDCR 220 Te Ohoka Ake, with consequential deletion of EDCR 203 and EDCR 236, *noting that EDCR 203 and EDCR 236 would be made*

Item 9
For approval, recommendation of approval, and
noting, as outlined in the agenda

'not available' – rather than suspended – from 2025 and then deleted once they are no longer needed by current students for degree completion.

10. Division of Commerce

The Board

RECOMMENDED that the following proposal from the Division of Commerce (21 June 2023) be approved:

Dean's Office

COM-1 - To amend the regulations for the Bachelor of Commerce, and to amend the paper rules for BLAW 211 and BLAW 212

11. Convener's Business

The Board noted that the Convener did not have any business to report.

12. Date of Next Meeting

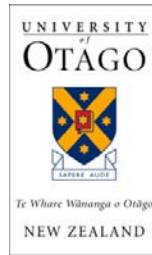
The Board noted that it will next meet at 2:00 pm on Wednesday 2 August 2023 in the Council Chamber, First Floor, Clocktower Building.

13. Karakia Whakamutunga

The Convener closed the hui with a karakia.

14. Members of the Board

Professor Phil Bremer (Convener)
Ngaroma Bennett
Mia Heaphy Butts
Professor Tim Cooper
Jason Cushen
Associate Professor Richard Greatbanks
Jennifer Haugh
Professor Karl Lyons
Professor Simone Marshall
Professor Brendan McCane
Margaret Morgan
Dr Sarah Stein
Professor Lois Surgenor
Dr Julie Timmermans



Board of Graduate Studies

Committee Secretary: Matt Angel
E-mail: academic.committees@otago.ac.nz
Telephone: 03 479 4852

Minutes of a Meeting of the Board of Graduate Studies

6 July 2023

Present: Professor Phil Bremer (Convener), Professor Richard Blaikie, Professor Tim Cooper, Professor Chrys Jaye, Kirsty Lewis, Professor Lisa McNeill, Professor Gisela Sole, Dr Sarah Stein, Associate Professor Wayne Stephenson

In attendance: Matt Angel, Carol Forbes

Apology: Professor David Baxter, Jason Cushen, Professor Tony Harland, Professor Zhiyi Huang, Margaret Morgan, Lini Roberts, Keegan Wells

1. Karakia Timatanga

The Convener opened the hui with a karakia.

2. Membership Changes

The Board welcomed Professor Phil Bremer to the Board as Convener in his role as Acting Deputy Vice-Chancellor (Academic), taking over from Professor Helen Nicholson.

3. Minutes

The minutes of a meeting of the Board held on 8 June 2023, previously circulated, were confirmed.

4. Intimations from Senate

The Board noted that the Senate, 28 June 2023, received the minutes of a meeting of the Board on 8 June 2023, and approved all recommendations contained therein.

5. Matters Still to be Finalised

The Board noted that the following matters previously considered by the Board were still to be finalised:

- a) Amendments to regulations for master's degrees to achieve consistency regarding which papers or courses should be considered when determining an applicant's GPA for entry into the programme (April 2023) (June 2023)

Item 10
For approval and noting
as outlined in the agenda

For enquiries regarding the follow-up of matters discussed by the Board relating to administrative processes, amendments to forms, and work being undertaken by other boards, working parties or offices, please contact Academic Committees and Services (academic.committees@otago.ac.nz).

6. Graduate Research Committee

GRC Minutes

The Board received the minutes of a meeting of the Graduate Research Committee on 30 May 2023, *noting that:*

- *A significant amount of work is in progress around areas such as admission, progress reporting, scholarships, etc., but no items are ready to progress to the Board at this stage.*

Graduate Research School Report

The Board received a report on doctoral candidates for May 2023, *noting that:*

- *Numbers are still tracking steady with the year thus far, with enrolments down from 2022, but with a decrease in deferrals and an increase in completions from this time last year.*

7. Division of Commerce

The Board

RECOMMENDED that the following proposal from the Division of Commerce (21 June 2023) be approved:

Doctor of Business Administration

COM-1 - To amend the teaching period length of BDBA 906, *subject to reducing the length of the proposed non-standard teaching by two or three days to prevent complications related to student finance issues.*

NOTED that the following proposal was approved under the expedited approvals process:

Department of Tourism

COM-2 - To amend the prescription of TOUR 590

8. Division of Humanities

The Board

RECOMMENDED that the following proposal from the Division of Humanities (21 June 2023) be approved:

College of Education

HUM-1 - To amend the regulations and schedules for the Master of Teaching and Learning, with consequential amendments to EDUC 579.

Item 10
For approval and noting
as outlined in the agenda

NOTED that the Deputy Vice-Chancellor (Academic) has granted executive approval for the following proposal:

History Programme

HUM-2 - To offer HIST 430 as Special Topic: War, Memory, and Identity in the Twentieth Century

9. Convener's Business

The Board noted that the Convener did not have any business to report.

10. Date of Next Meeting

The Board noted that it will next meet at 2:00 pm on Thursday 3 August 2023 in the Council Chamber, First Floor, Clocktower Building.

11. Karakia Whakamutunga

The Convener closed the hui with a karakia.

12. Members of the Board

Professor Phil Bremer (Convener)
Professor David Baxter
Professor Richard Blaikie
Professor Tim Cooper
Jason Cushen
Professor Tony Harland
Professor Zhiyi Huang
Professor Chrys Jaye
Kirsty Lewis
Professor Lisa McNeill
Margaret Morgan
Lini Roberts
Professor Gisela Sole
Dr Sarah Stein
Associate Professor Wayne Stephenson
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