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# Senate

Date: 30 August 2023

Time: 12:15pm

Venue: Council Chamber, First Floor, Clocktower Building

Note: Items left open for discussion are indicated by ## in the margin. To send your apology if you are unable to attend the meeting or to receive the Zoom login details, please email Academic Committees and Services ([academic.committees@otago.ac.nz](mailto:academic.committees@otago.ac.nz)) or contact Matt Angel on 03 479 4852.



# Agenda

Agenda

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## 1. Karakia Timatanga

To open  
the hui with a karakia.

## 2. Minutes

To confirm  
the report of the Senate dated 26 July 2023.

- [20230726 Senate report](#)

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## 3. Intimations from Council

To note  
that the Council, 8 August 2023, received Communications from the Senate dated 26 July 2023  
and 28 July 2023 and approved the following:

### a) Academic Proposals

- To introduce a new qualification, Diploma in Science (DipSc), including the following new papers:

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

### b) Scholarships and Prizes

New prizes

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

#### c) Limitations of Enrolment

Limitation of Enrolment requests for the 2024 academic year, including the following requests recommended for approval by the Acting Vice-Chancellor on behalf of the Senate:

- That the Bachelor of Medicine and Bachelor of Surgery (MB ChB) have 322 places in 2024, including 20 international places.
- That the Bachelor of Dental Surgery (BDS) have 100 places in 2024, including 40 international places, noting that not all places may be allocated in the initial intake year.

#### 4. ## Library Strategy 2023-2028

To receive  
a manatu from the University Librarian introducing the Library Strategy 2023-2028 and to raise any queries the Senate may have regarding the Strategy.

- [Library Strategy 2023-2028](#)

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#### 5. ## Health Professional Programmes

To consider for approval  
Standardised Terms of Reference for Health Professional Programmes Admission Committees, as outlined in a manatu from the Associate Dean (Academic) for the Division of Health Sciences, and

To receive  
further updates regarding eligibility, admission, and selection for Health Professional Programmes.

- [Standardised ToR for Health Professional Programmes Admission Committees](#)
- [20230821 Update on Health Professional Programmes eligibility, admission and selection](#)

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#### 6. Academic Dates

To recommend  
that the Dates for the Academic Year 2025 be approved, and

To endorse  
the Provisional Dates for the Academic Year 2026.

- [Dates for the Academic Year 2025](#)
- [Provisional Dates for the Academic Year 2026](#)

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#### 7. 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](mailto:m.wilson@otago.ac.nz)):

- Department of Chemistry, 12-14 October 2022
- Disability Information and Support, 7-9 November 2022
- Department of Food Science, 15-17 November 2022
- Genetics Teaching Programme, 28-30 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
- School of Social Sciences, 20-24 March 2023
- Department of Public Health, UOW, 23-25 May 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:

##### Upcoming reviews

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

##### Deferred reviews

- University College, rescheduled for 2024
- Communication Section, External Engagement, 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

## 8. Research Committee

To receive

the minutes of a meeting of the Research Committee on 9 August 2023.

- [20230809 RC minutes](#)

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## 9. Committee for the Advancement of Learning and Teaching

To receive  
the minutes of a meeting of the Committee for the Advancement of Learning and Teaching on  
27 July 2023.

- [20230727 CALT minutes](#)

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## 10. Scholarships and Prizes Committee

To receive  
the minutes of a meeting of the Scholarships and Prizes Committee on 17 August 2023, and

To recommend  
that the following new and disestablished scholarships be approved:

New scholarships

- Graduate Women Otago Centenary Award (Māori)
- Graduate Women Otago Centenary Award (Pacific)
- Maria Marsh Memorial Postgraduate Scholarship in Mental Health
- Northland Pharmacist Pathway Scholarship

Disestablished scholarship

- R & E Seelye Trust Master's Scholarship
- [20230817 SaPC minutes](#)
- [20230817 New and disestablished scholarships](#)

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## 11. Board of Undergraduate Studies

To receive  
the minutes of a meeting of the Board of Undergraduate Studies on 2 August 2023, and

- [20230802 BUGS minutes](#)

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a) To approve

the following amended papers:

Amended papers

- BITC papers

b) To note

that Annual Programme Reports have been received for the following recently introduced programmes:

Division of Commerce

- Bachelor of Arts and Commerce (BACom)
- Bachelor of Commerce and Science (BComSc)
- Philosophy, Politics and Economics for the BCom and BCom(Hons)

Division of Sciences

- Marine Science major subject
- Physical Education, Activity and Health major subject
- Exercise and Sport Science major subject
- Sport Development and Management major

Division of Humanities

- Criminology endorsement for the Diploma for Graduates (DipGrad)

Division of Health Sciences

- Bachelor of Pharmaceutical Science (BPharmSc)

c) To note

that CUAP approved all of the proposals that the University submitted for 2023 Round 1, including:

- Amending the name of the Advertising endorsement for the Diploma for Graduates (DipGrad) to Creative Marketing
- Amending the requirements of the Bachelor of Dental Surgery with Honours (BDS(Hons))
- Amending the requirements for the Bachelor of Dental Technology (BDentTech) and Bachelor of Dental Technology with Honours (BDentTech(Hons))
- Transferring retained subjects from the Bachelor of Applied Science (BAppSc) and Bachelor of Applied Science with Honours (BAppSc(Hons)) to new qualifications

## 12. Board of Graduate Studies

To receive

the minutes of a meeting of the Board of Graduate Studies on 3 August 2023, and

- [20230803 BoGS minutes](#)

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a) To approve

the following amended and deleted papers:

Amended papers

- BITC papers
- MANT 455

Deleted paper

- PSME 416 Applied Theory of Addiction and Co-existing Disorders

b) To note

that Annual Programme Reports have been received for the following recently introduced programmes:

Division of Commerce

- Master of Accounting and Finance (MAccFin)
- Postgraduate Certificate in Digital Health (PGCertDigHeal) and Postgraduate Diploma in Digital Health (PGDipDigHeal)

Division of Humanities

- Master of Archaeological Practice (MArchP)

Division of Sciences

- Marine Science subject for BSc(Hons)
- Artificial Intelligence subject for MAppSc, PGDipAppSc, and PGCertAppSc

Higher Education Development Centre

- Educational Technology endorsement for PGCertHighE and PGDipHighE

c) To note

that CUAP approved all of the proposals that the University submitted for 2023 Round 1, including:

- Amending the name of the Postgraduate Certificate in Women's Health (PGCertWHlth) to the Postgraduate Certificate in Pregnancy and Medical Gynaecology (PGCertPMG)
- Amending the minimum entry requirement for various coursework master's degrees to a B GPA, noting that the Master of Wildlife Management (MWLM) was added to the list of programmes affected by this change.
- Amending the requirements for the Bachelor of Dental Technology (BDentTech) and Bachelor of Dental Technology with Honours (BDentTech(Hons))
- Transferring retained subjects from the Bachelor of Applied Science (BAppSc) and Bachelor of Applied Science with Honours (BAppSc(Hons)) to new qualifications

### **13. Date of Next Meeting**

To note

that the Senate will next meet on Wednesday 27 September 2023 at 12:15 pm in the Council Chamber, with attendance via Zoom also welcomed.

### **14. Karakia Whakamutunga**

To close

the hui with a karakia.

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**Senate**

Committee Secretary: Matt Angel Telephone: 03 479 4852

E-mail: [academic.committees@otago.ac.nz](mailto:academic.committees@otago.ac.nz)

**REPORT OF THE SENATE**

**26 July 2023**

**1. Minutes**

The minutes of the Senate hui on 28 June 2023 were confirmed.

**2. Intimations from Council**

The Senate noted 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 Health Sciences

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**

The Senate

**RECOMMENDED** that Limitation of Enrolment requests for the 2024 academic year be approved, *noting that the Acting Vice-Chancellor recommended that the following requests – finalised following the release of the Senate agenda for 26 July 2023 – be approved on behalf of Senate:*

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### **4. Changes to Committee Compositions**

The Senate noted 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).

### **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](mailto: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:

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

**Item 2**  
**For confirmation**

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**

The Senate received the minutes of a meeting of the Internationalisation Committee on 19 June 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) 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

**7. Research Committee**

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

**8. Scholarships and Prizes Committee**

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

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

**Item 2**  
**For confirmation**

- School of Arts Faletufuga Research Prize for Third-Year Students
- The Luke Kypri Prize

New scholarship

- Āwhina Scholarship

**9. Board of Undergraduate Studies**

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

**RECOMMENDED** 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

**APPROVED** 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 Āhuetanga Māori

Amended programmes:

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

**10. Board of Graduate Studies**

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

**APPROVED** the following amended papers and amended programme:

**Item 2**  
**For confirmation**

Amended papers

- BDBA 906
- EDUC 579

Amended programme

- Master of Teaching and Learning

**NOTED**

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

**NOTED**

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

Amended paper

- TOUR 590

**11. Date of Next Meeting**

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



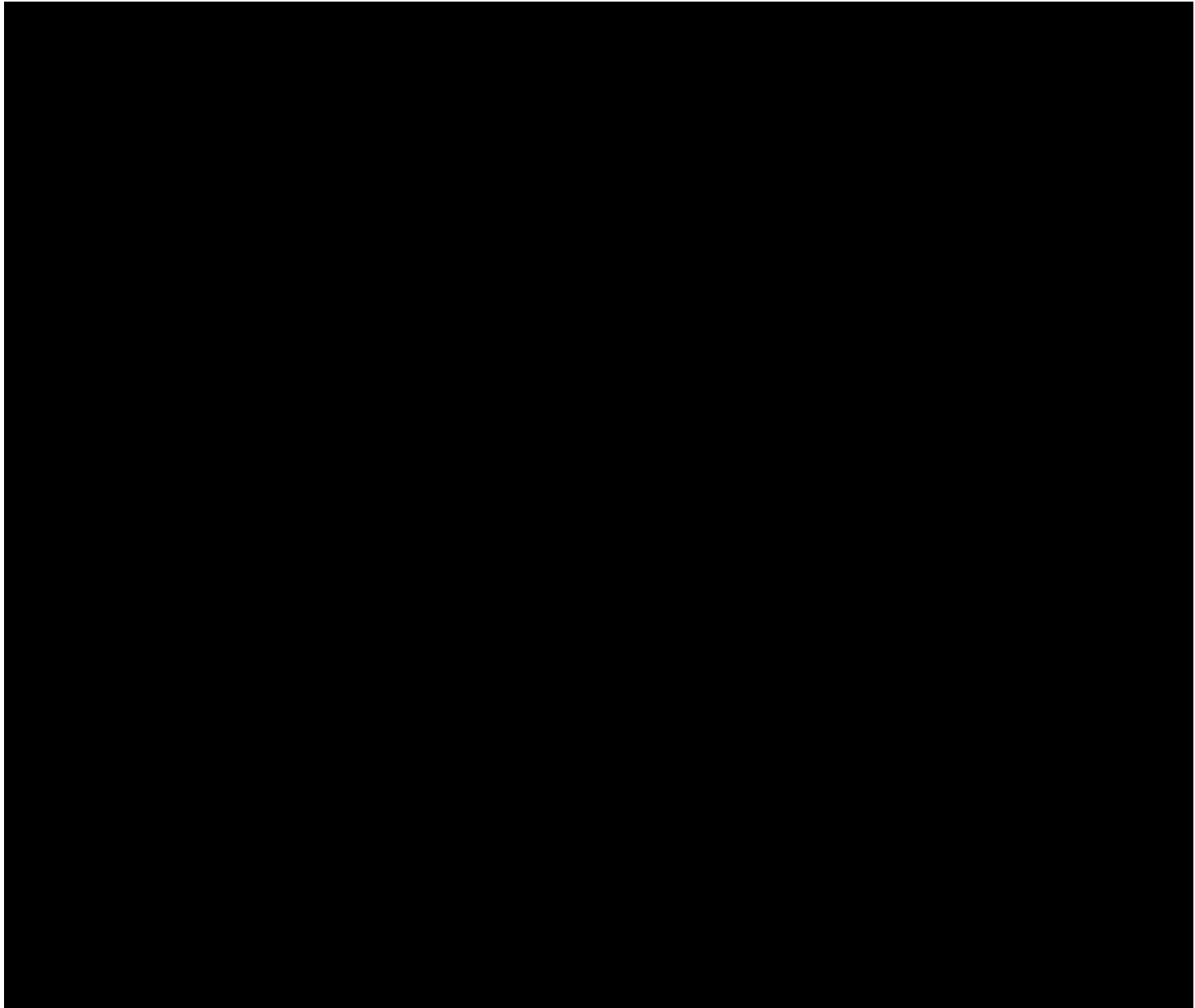


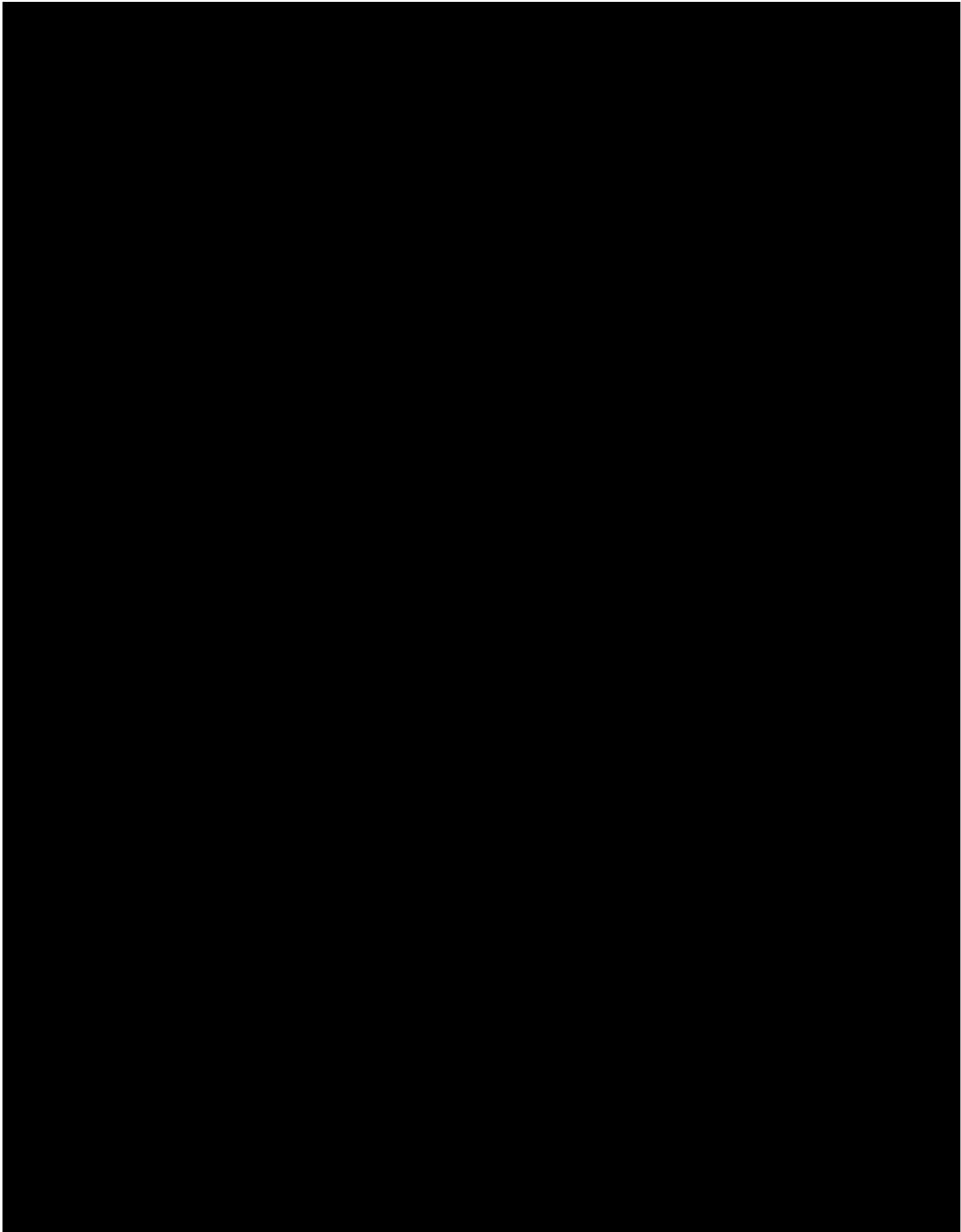


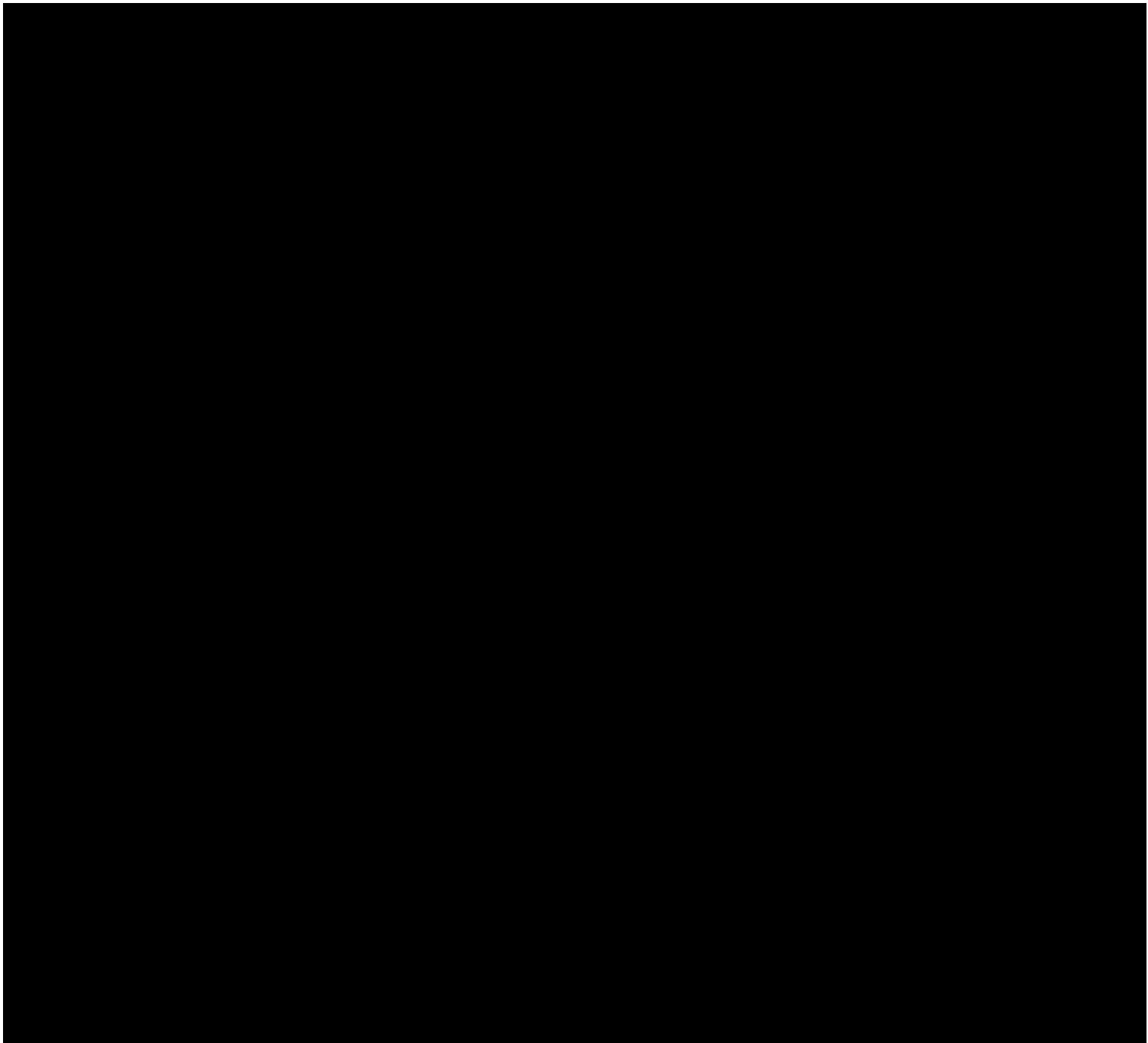


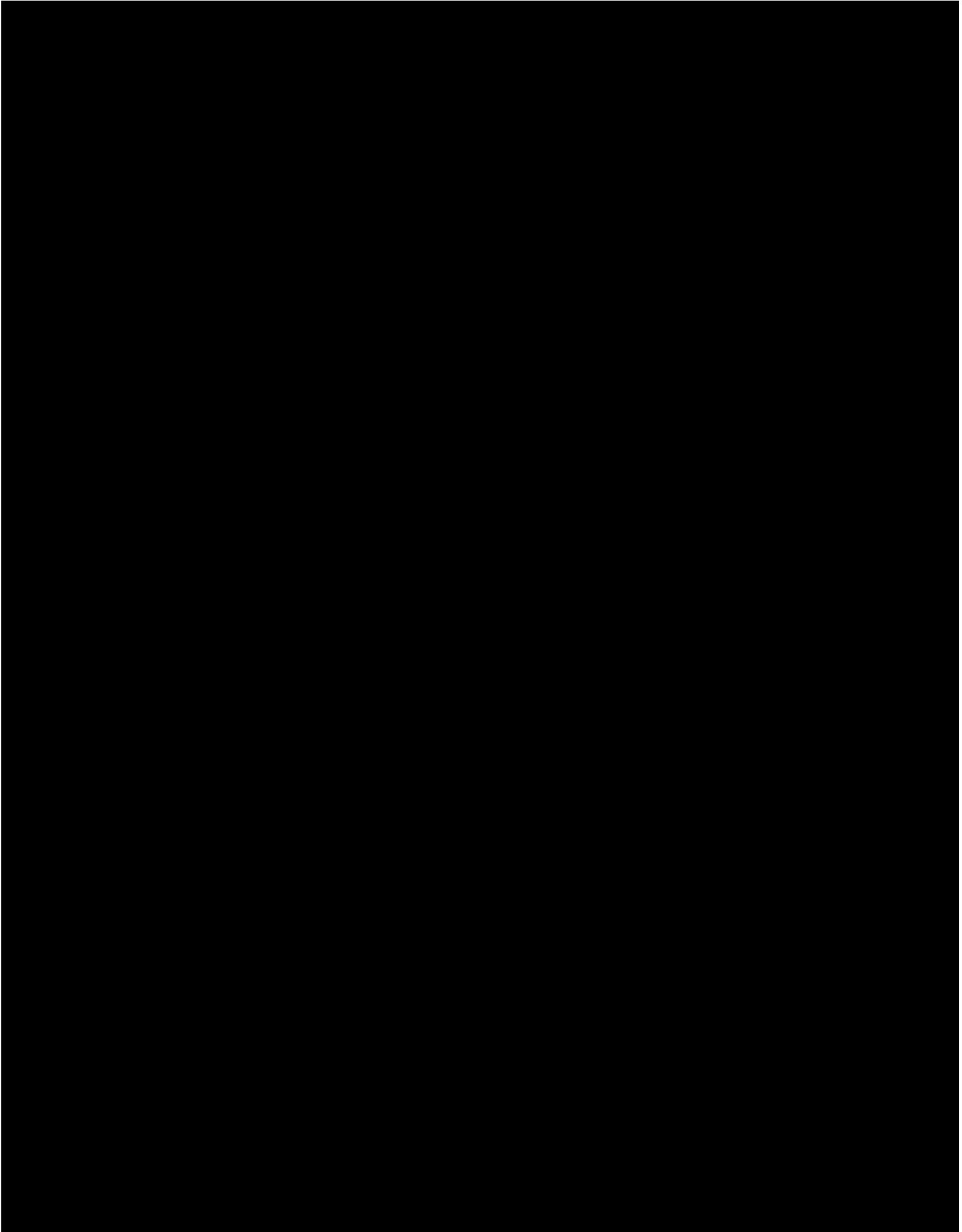


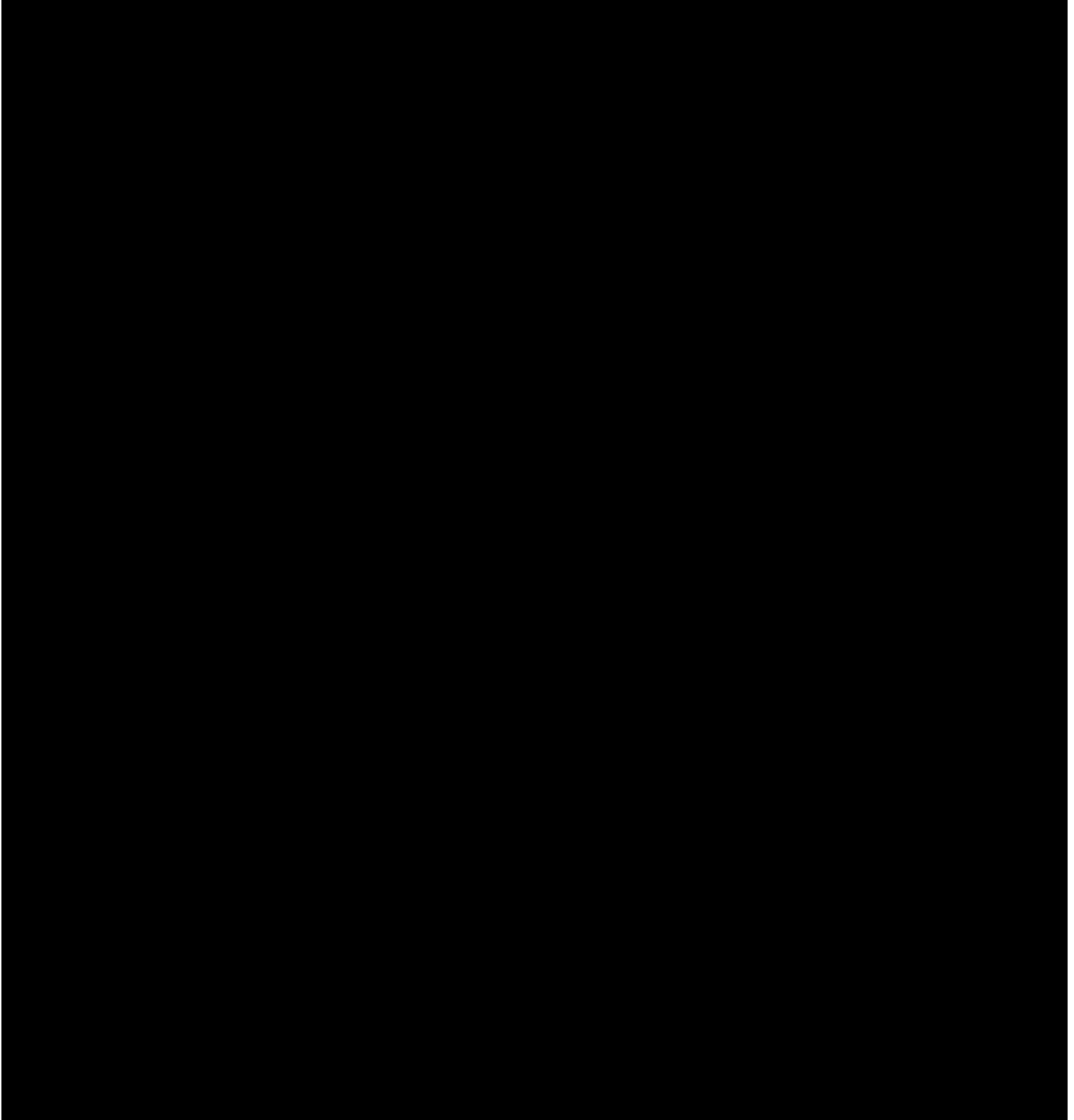


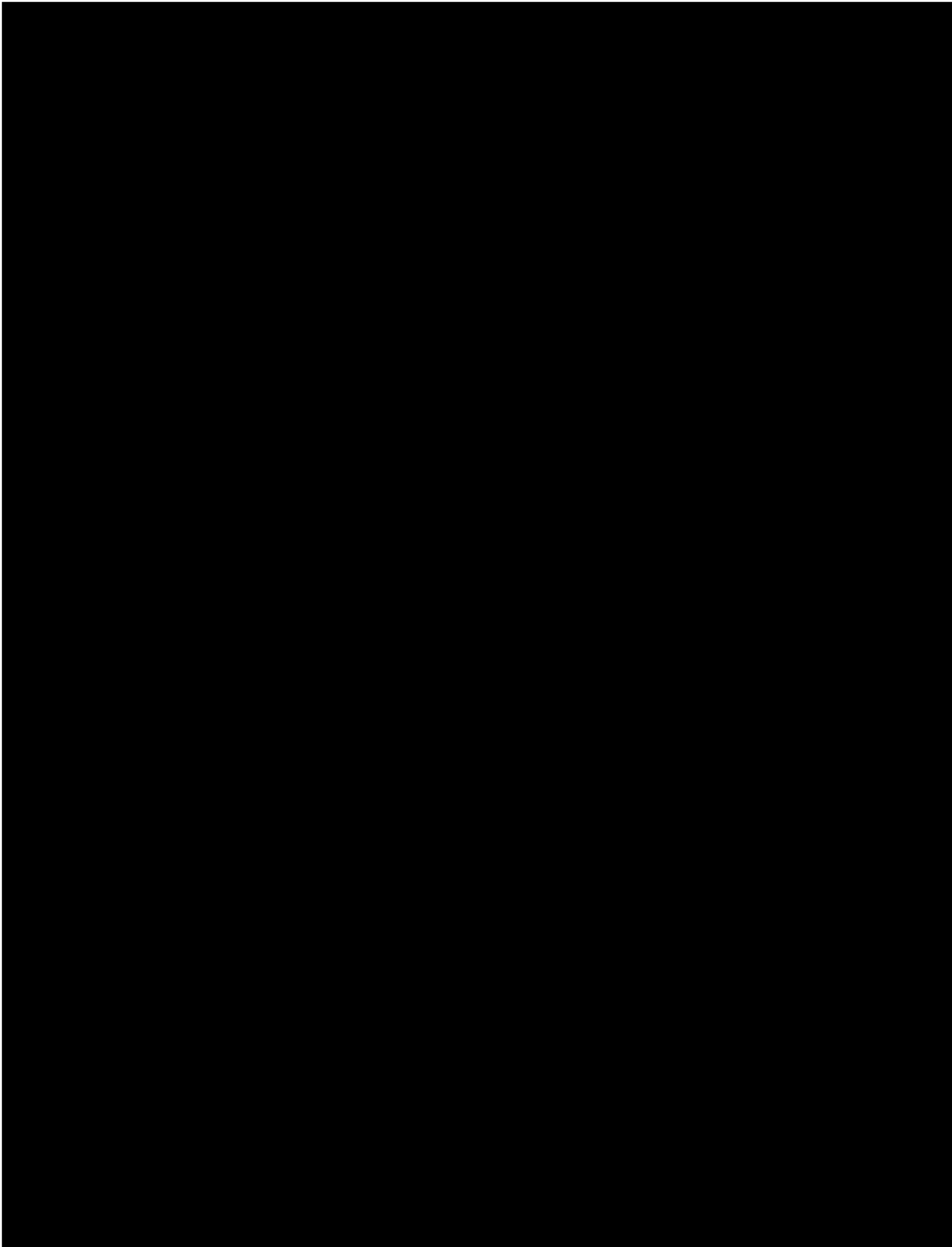


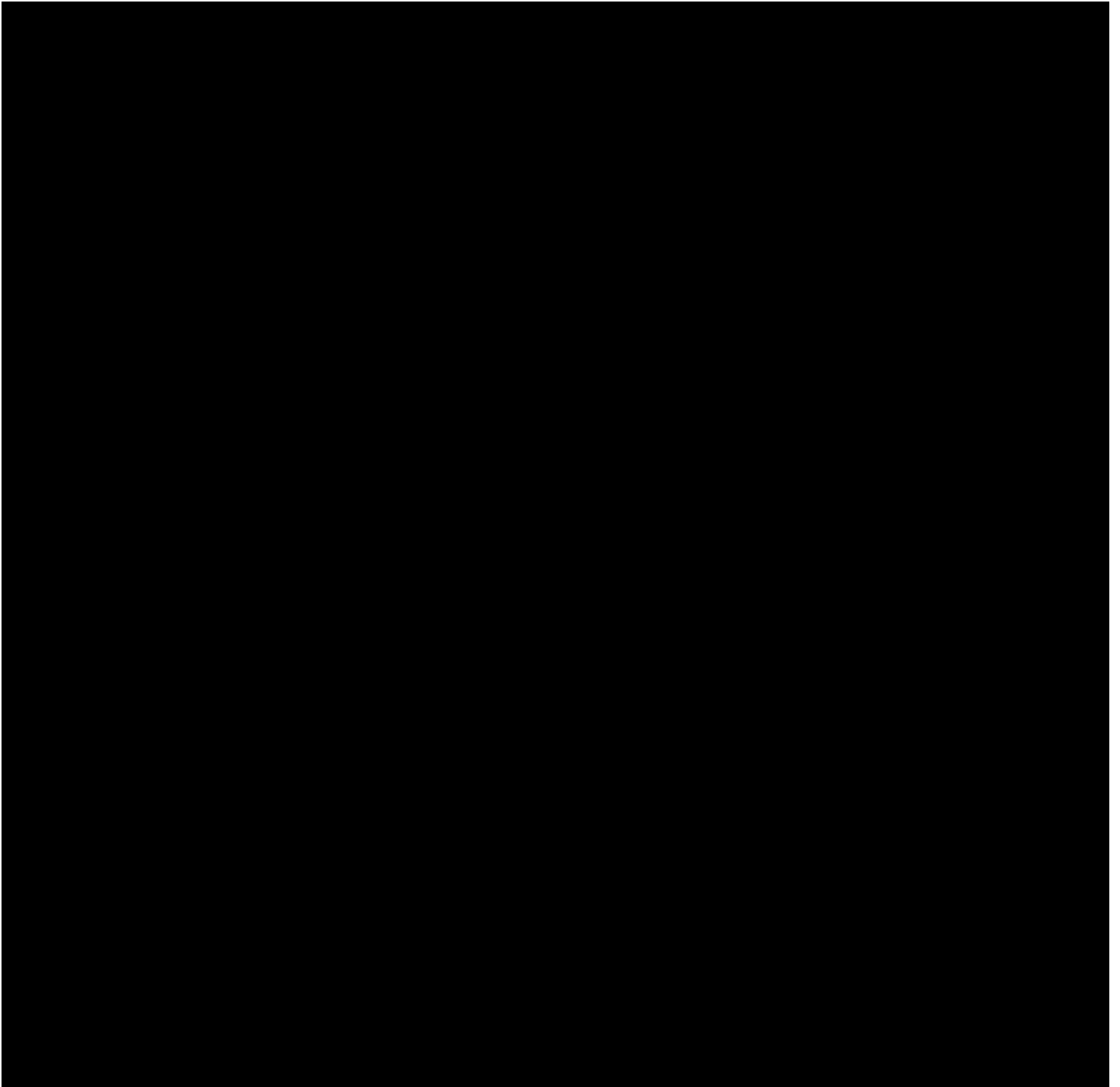




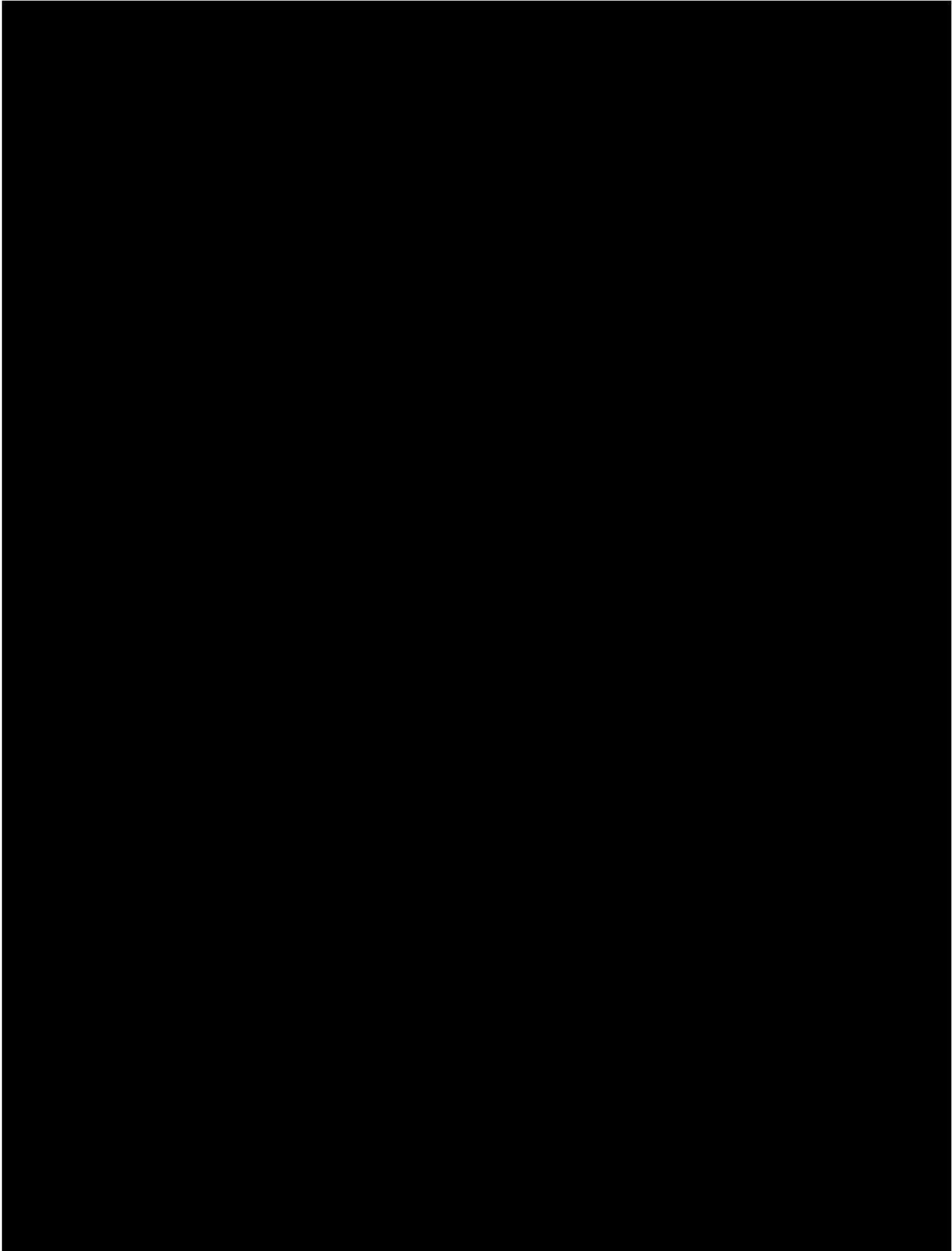


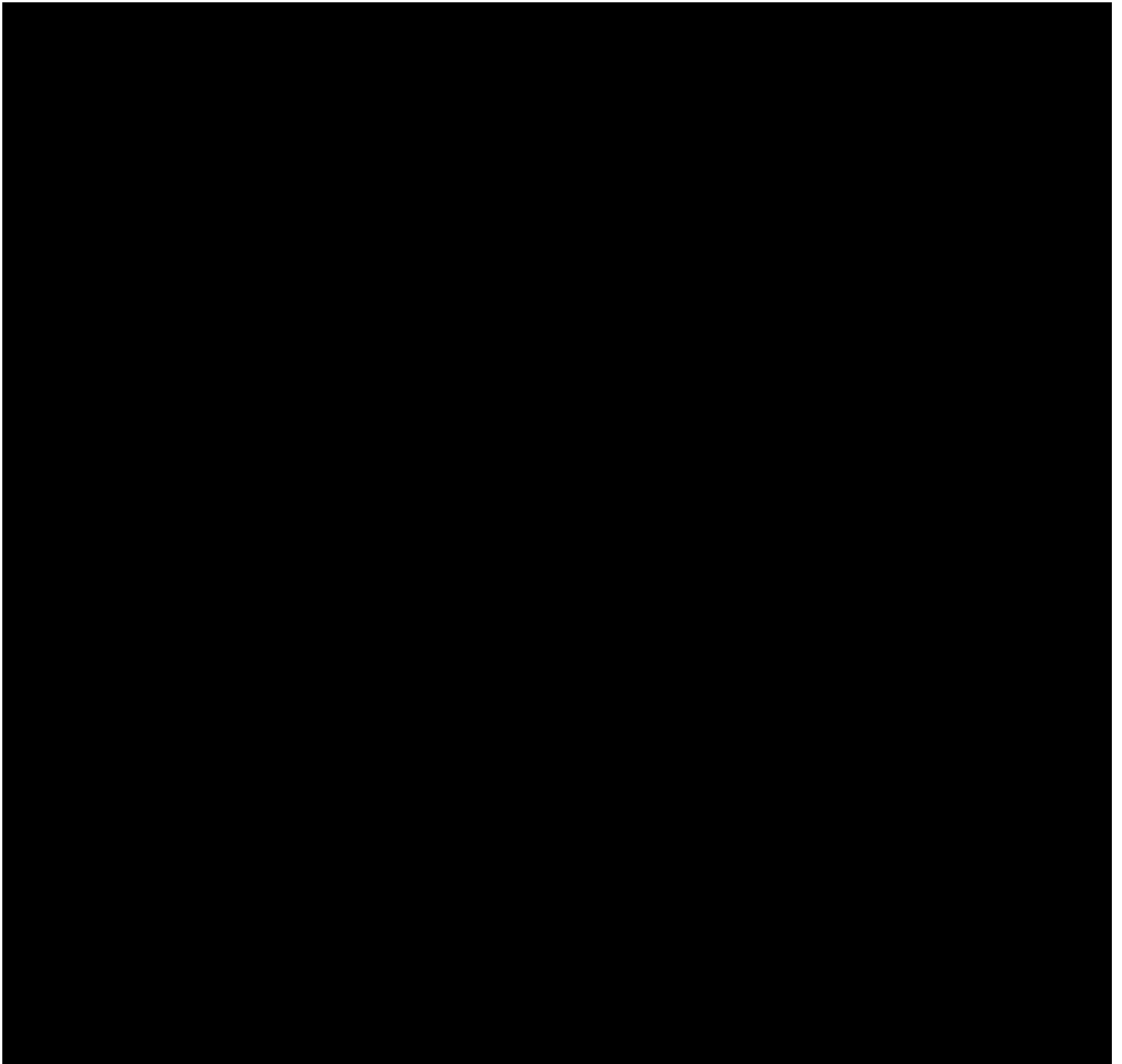


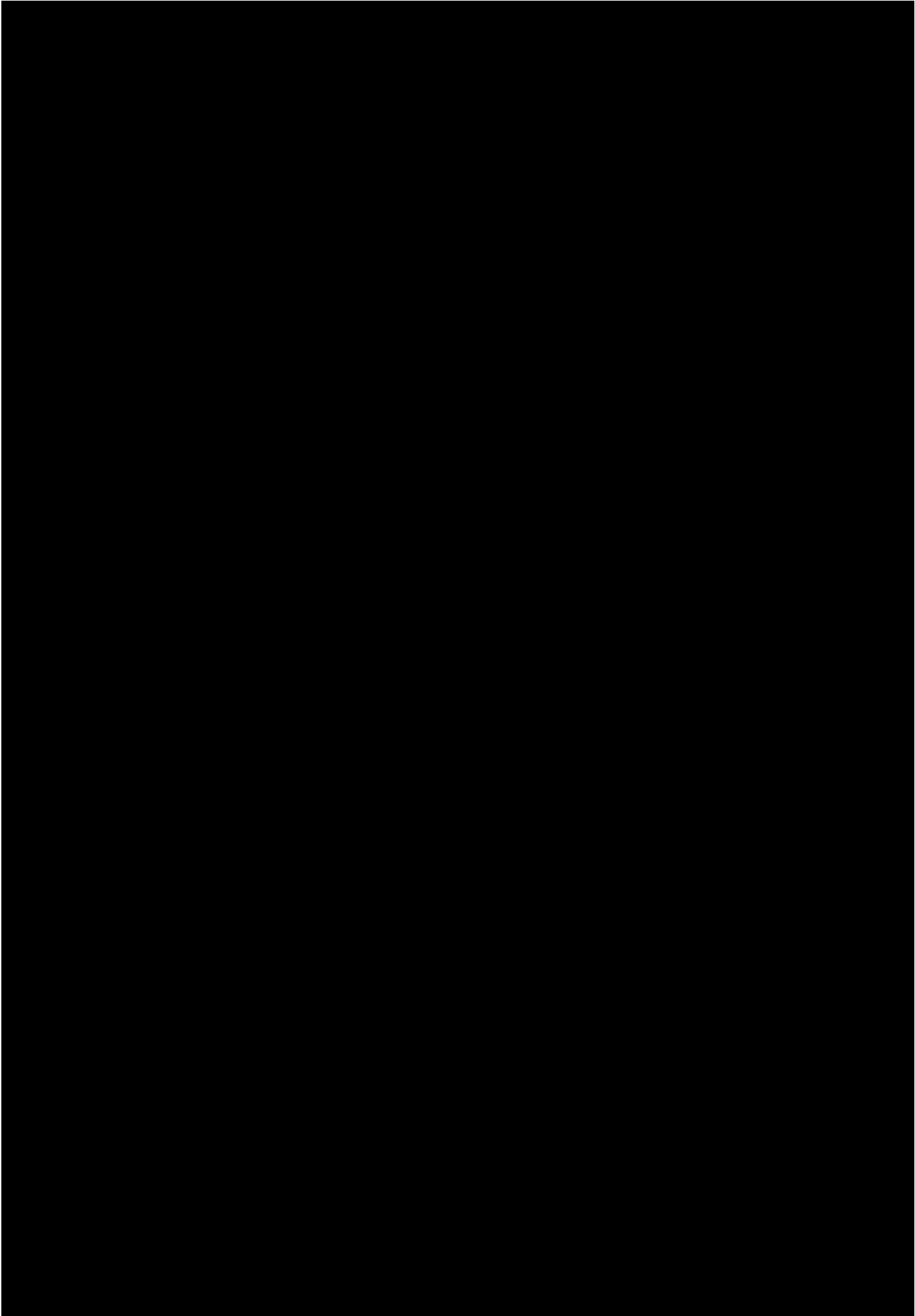


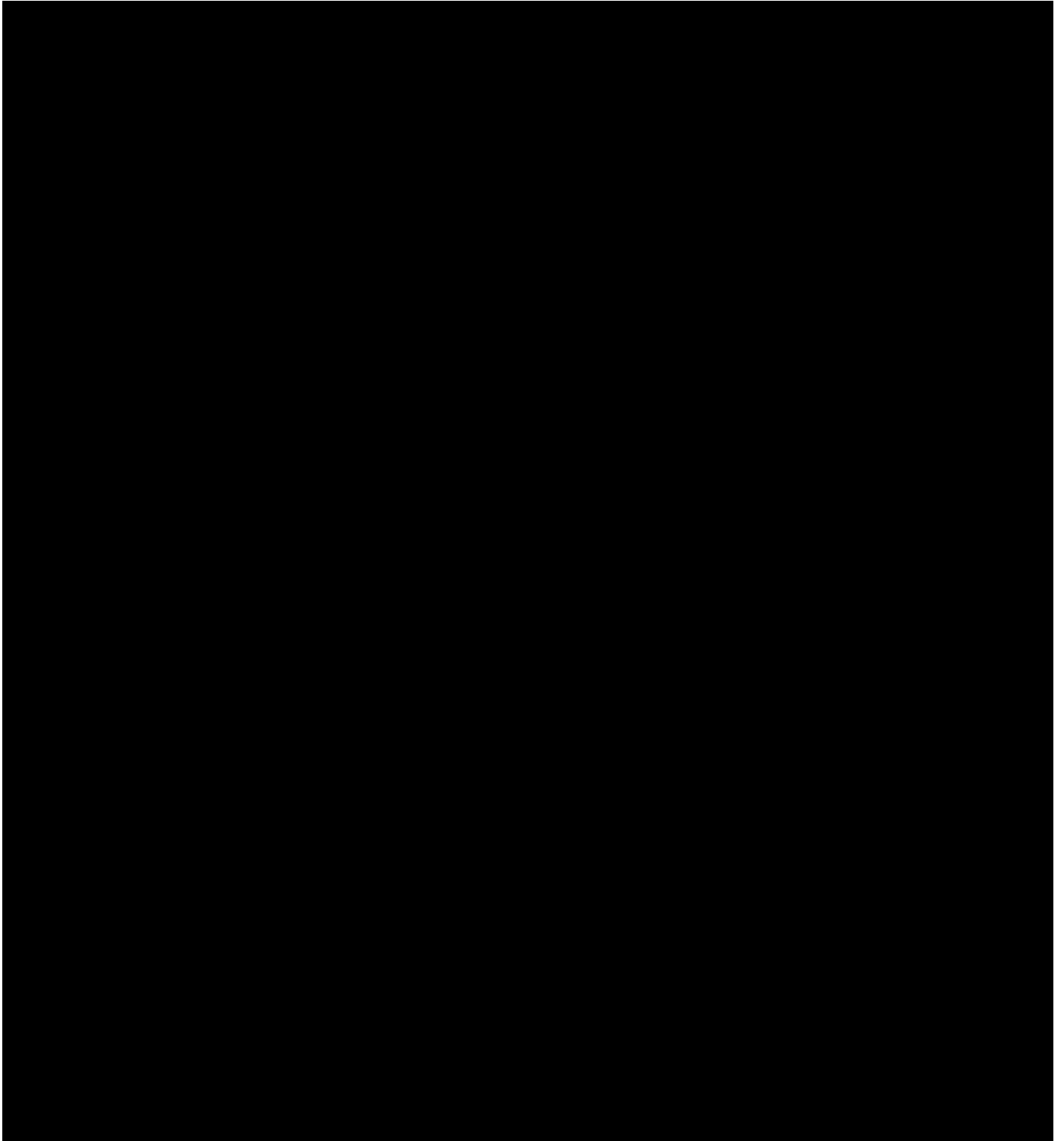


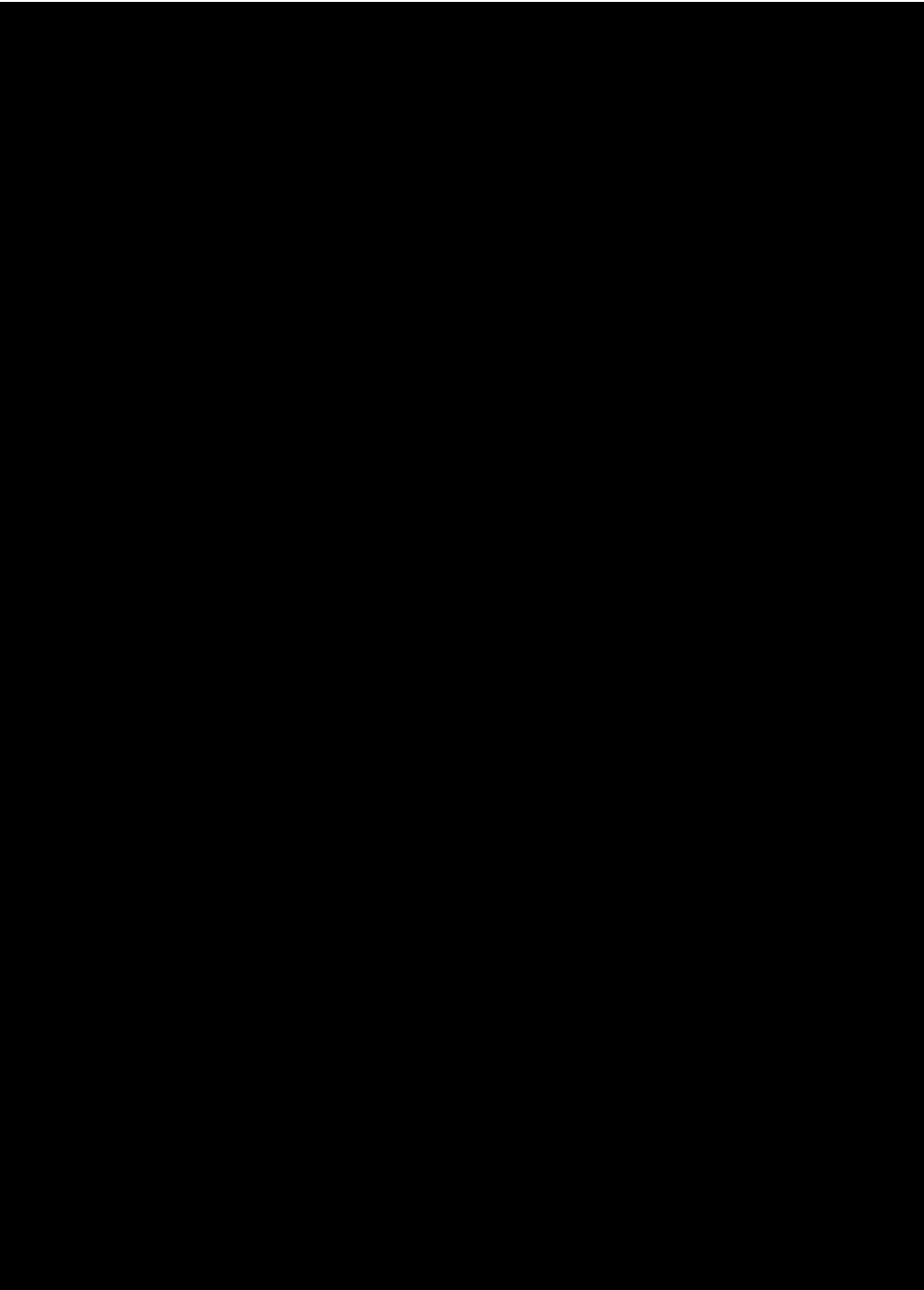


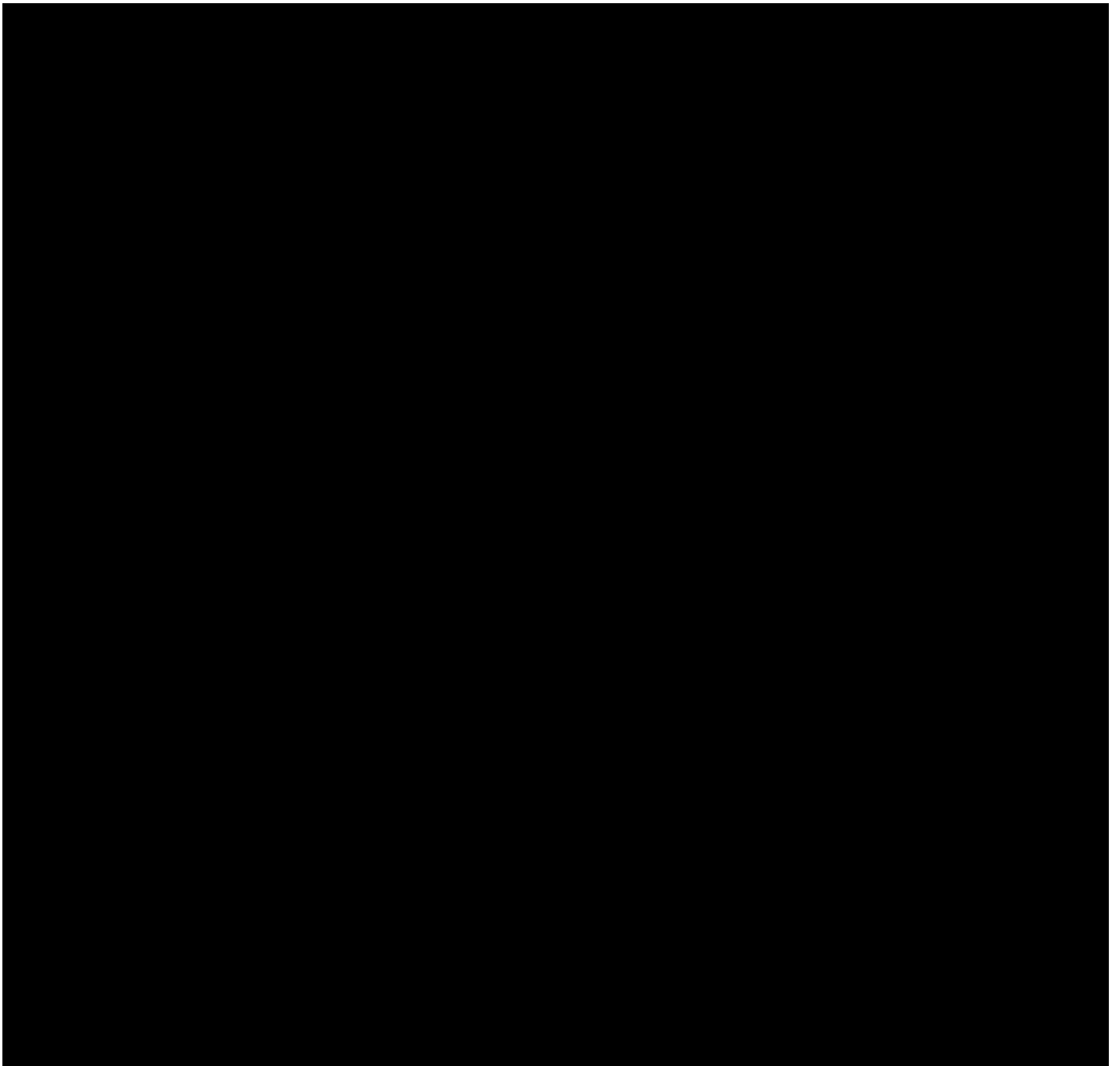


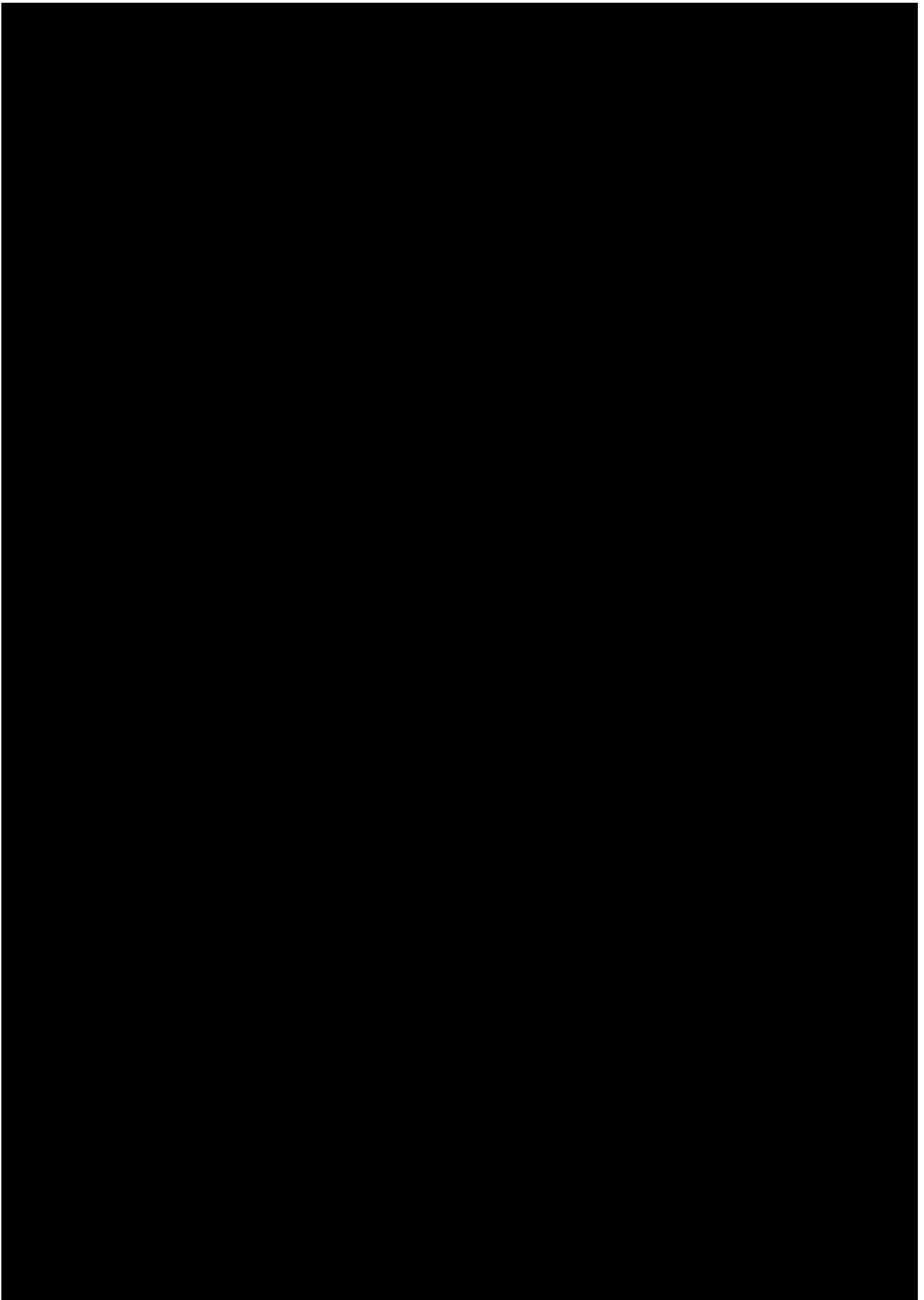


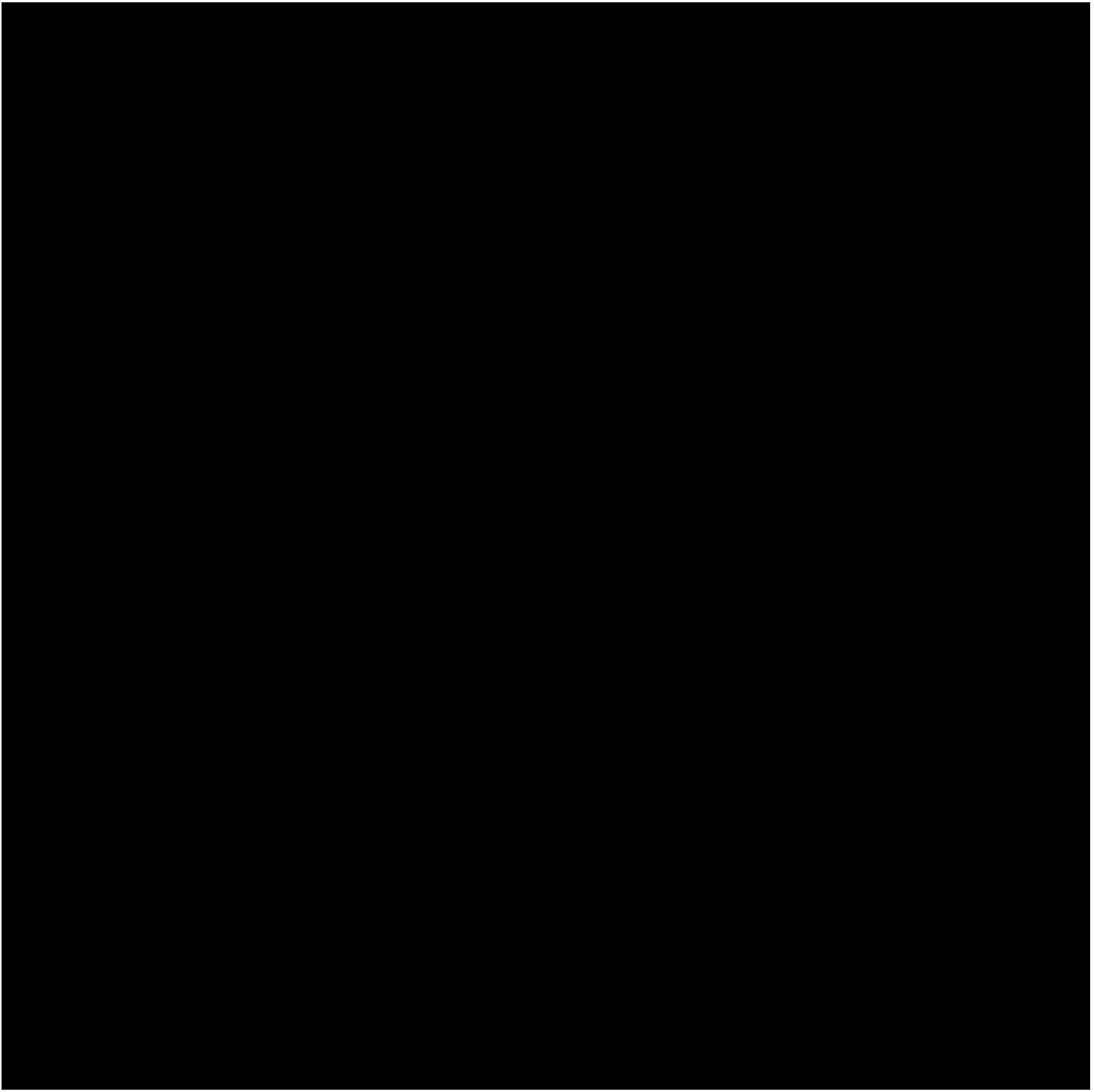






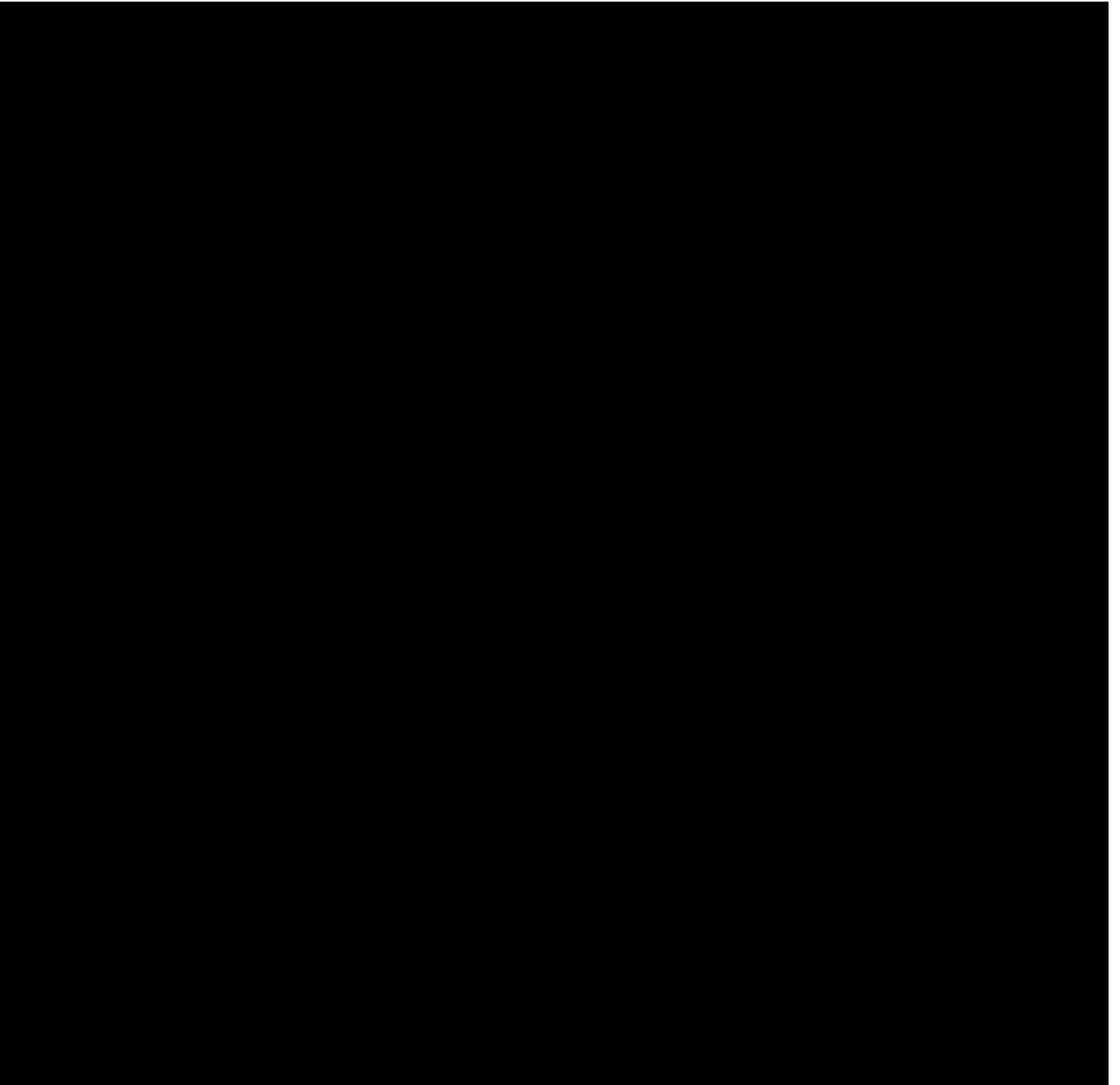


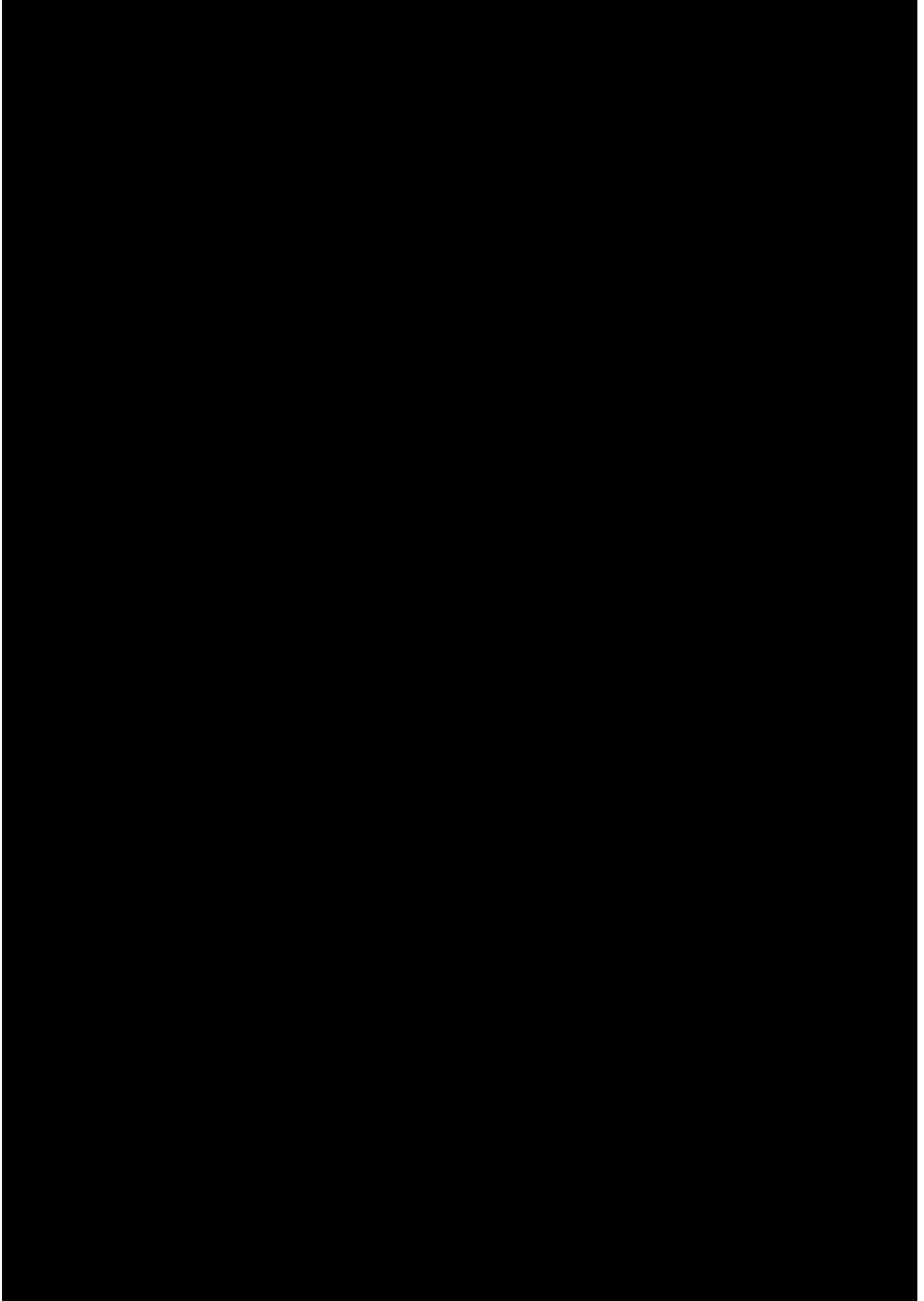


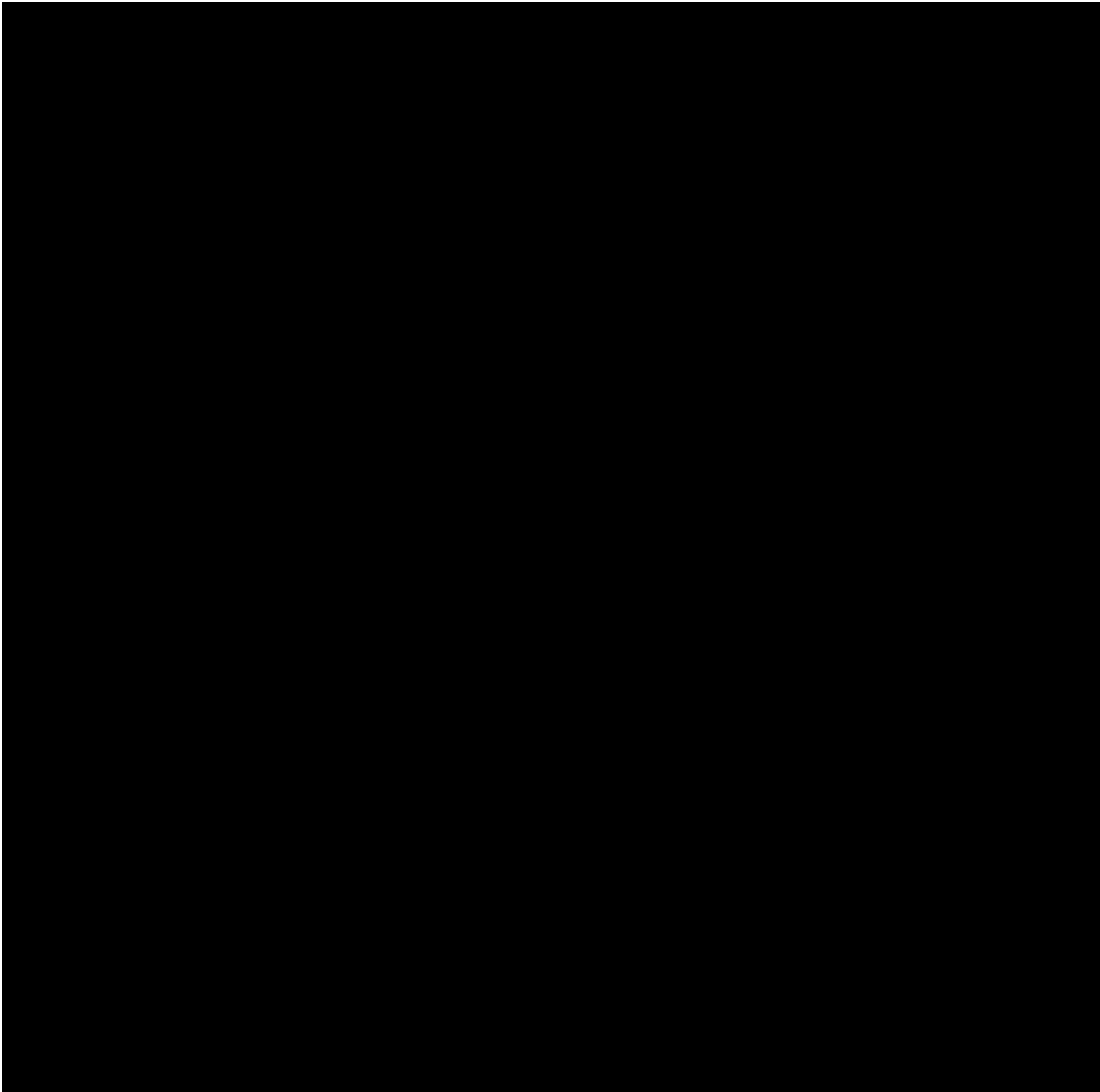


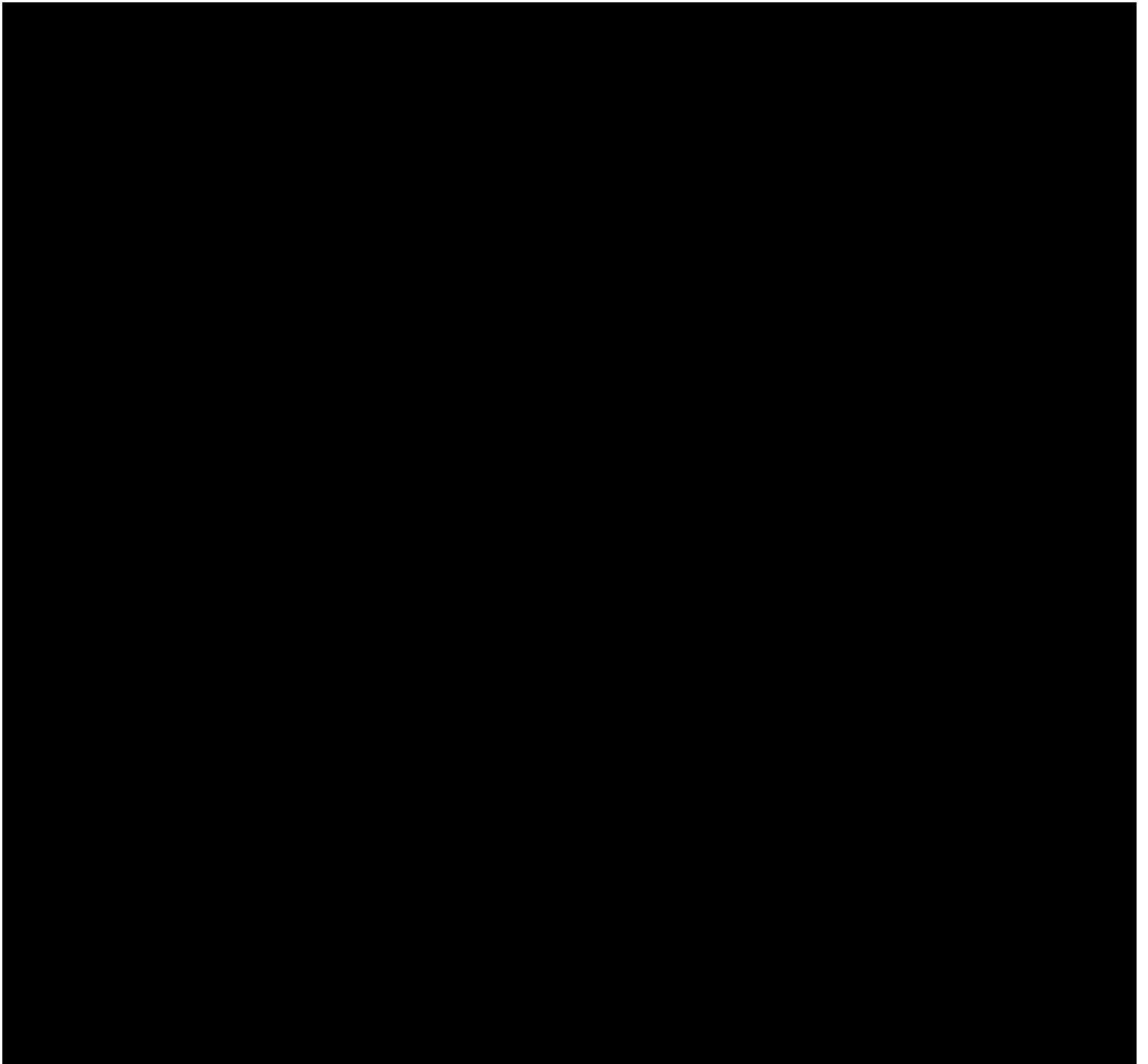














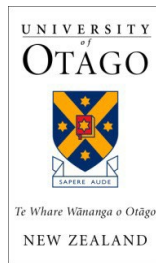
## Dates for the Academic Year 2025

Monday 6 January	<b>Summer School commences</b>
Thursday 6 February	<b>Waitangi Day</b>
Friday 14 February	<b>Summer School classes end</b>
Saturday 15 February	<b>Summer School examinations begin</b>
Thursday 20 February	<b>Summer School examinations end</b>
Friday 21 February	<b>Preliminary classes held</b>
Monday 24 February	<b>Formal lectures begin</b>
Friday 18 April	<b>Good Friday Mid-semester break begins</b>
Monday 21 April	<b>Easter Monday</b>
Tuesday 22 April	<b>Otago Anniversary Day observance (Dunedin)</b>
Friday 25 April	<b>ANZAC Day</b>
Monday 28 April	<b>First Semester resumes</b>
Saturday 10 May	<b>Graduation Ceremonies</b> – Disciplines in each ceremony to be confirmed
Saturday 17 May	<b>Graduation Ceremonies</b> – Disciplines in each ceremony to be confirmed
Friday 30 May	<b>Lectures end</b>
Monday 2 June	<b>King's Birthday</b>
Wednesday 4 June	<b>First Semester examinations begin</b>
Wednesday 18 June	<b>First Semester examinations end</b> – maximum length of the <b>formal</b> examination period [although there may be some examinations held after this date]
Friday 20 June	<b>Matariki</b>
Monday 14 July	<b>Second Semester begins</b>
Saturday 23 August	<b>Graduation Ceremony</b> – Degrees and diplomas in all disciplines
Saturday 30 August	<b>Mid-Semester Break begins</b>
Monday 8 September	<b>Second Semester resumes</b>
Friday 17 October	<b>Lectures end</b>
Monday 20 October	<b>End of year examinations begin</b>
Monday 27 October	<b>Labour Day</b>
Saturday 8 November	<b>End of year examinations end</b> – Maximum length of the <b>formal</b> examination period [although there may be some examinations held after this date]
Monday 10 November	<b>Pre-Christmas Summer School begins</b>
Saturday 6 December	<b>Graduation Ceremonies</b> – Disciplines in each ceremony to be confirmed
Wednesday 10 December	<b>Graduation Ceremonies</b> – Disciplines in each ceremony to be confirmed
Friday 12 December	<b>Pre-Christmas Summer School classes end</b>
Saturday 13 December	<b>Pre-Christmas Summer School examination day</b> – The <b>formal</b> examination day [although there may be some examinations held after this date]  <b>Graduation Ceremonies</b> – Disciplines in each ceremony to be confirmed



## Provisional Dates for the Academic Year 2026

Monday 5 January	<b>Summer School commences</b>
Friday 6 February	<b>Waitangi Day</b>
Friday 13 February	<b>Summer School classes end</b>
Saturday 14 February	<b>Summer School examinations begin</b>
Thursday 19 February	<b>Summer School examinations end</b>
Friday 20 February	<b>Preliminary classes held</b>
Monday 23 February	<b>Formal lectures begin</b>
Friday 3 April	<b>Good Friday Mid-semester break begins</b>
Monday 6 April	<b>Easter Monday</b>
Tuesday 7 April	<b>Otago Anniversary Day observance (Dunedin)</b>
Monday 13 April	<b>First Semester resumes</b>
Saturday 25 April	<b>ANZAC Day</b>
Monday 27 April	<b>ANZAC Day (Observed)</b>
Saturday 9 May	<b>Graduation Ceremonies</b> – Disciplines in each ceremony to be confirmed
Saturday 16 May	<b>Graduation Ceremonies</b> – Disciplines in each ceremony to be confirmed
Friday 29 May	<b>Lectures end</b>
Monday 1 June	<b>King’s Birthday</b>
Wednesday 3 June	<b>First Semester examinations begin</b>
Wednesday 17 June	<b>First Semester examinations end</b> – maximum length of the <b>formal</b> examination period [although there may be some examinations held after this date]
Friday 10 July	<b>Matariki</b>
Monday 13 July	<b>Second Semester begins</b>
Saturday 22 August	<b>Graduation Ceremony</b> – Degrees and diplomas in all disciplines
Saturday 29 August	<b>Mid-Semester Break begins</b>
Monday 7 September	<b>Second Semester resumes</b>
Friday 16 October	<b>Lectures end</b>
Monday 19 October	<b>End of year examinations begin</b>
Monday 26 October	<b>Labour Day</b>
Saturday 7 November	<b>End of year examinations end</b> – Maximum length of the <b>formal</b> examination period [although there may be some examinations held after this date]
Monday 9 November	<b>Pre-Christmas Summer School begins</b>
Friday 11 December	<b>Pre-Christmas Summer School classes end</b>
Saturday 12 December	<b>Pre-Christmas Summer School examination day</b> – The <b>formal</b> examination day [although there may be some examinations held after this date]  <b>Graduation Ceremonies</b> – Disciplines in each ceremony to be confirmed
Wednesday 16 December	<b>Graduation Ceremonies</b> – Disciplines in each ceremony to be confirmed
Saturday 19 December	<b>Graduation Ceremonies</b> – Disciplines in each ceremony to be confirmed



**Research Committee  
Minutes  
RESEARCH COMMITTEE MEETING  
9 August 2023**

**Centre for Innovation seminar room, 1:00pm**

**Present:** Professor Richard Blaikie (Convenor), Professor David Baxter (z), Dr Rosie Brown, Professor Tamlin Conner (z), Professor Janet Hoek (z), Associate Professor Ceridwen Fraser, Dr Martin Gagnon, Professor Roslyn Kemp, Associate Professor Karyn Paringatai, Professor Rose Richards, Associate Professor John Shaver, Associate Professor Logan Walker (z), Mike Wall (z), Dr Mat Walton (z), Professor Sara Walton.

**Apologies:** Dr Sara Filoche, Dr John Milnes.

**In Attendance:** Michelle Bennie, Dr Rachel Elliot, Dr David Geraghty (z), Dr Donna Hendry, Paulette Milnes

Welcome Associate Professor Karyn Paringatai to her first meeting as the Te Poutama Māori representative, Dr Rachel Elliot, Dr Mat Walton.

Apologies for lateness and leaving early noted from Professor David Baxter, Mike Wall, Professor Janet Hoek, Dr Mat Walton, Professor Tamlin Conner.

**1. Minutes of the Previous Meeting**

*Accepted*

That the minutes of the meeting of 12 July 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**

Sector Reference Group meeting 21 July

- Looking at draft TEC guidelines for PBRF and reporting feedback from the sector

██████████ has met with ██████████, to clarify points from the guidelines.

Guidelines, EP schema, staff data file and information, and EP template due to be released 11 August 2023.

Questions are being raised by researchers around eligibility and the census date.

- Information about this has been drafted but cannot be circulated until guidelines are released.



4.2

### Research Priority Areas

Research Impact Framework summary

- Research impact working group developed the framework, starting in 2019.
- Renamed Research Impact Advisory group.
- Subgroup currently working on awareness pillar.
- RIF and currently available resources not currently well known and this needs to be communicated to researchers.
- Communication Office creating impact story content.

Feedback

- Useful to have a framework as the University looks to implement Pae Tata, especially in regard to reputational benefit.
- Preferable to shift practice from researchers promoting their research to Communication Office, to Communication Office initiating contact with researchers to disseminate research.
- Discussion regarding near-term and long-term impact.
  - Articulation of funder requirements regarding impact and outputs.
  - Tension articulating societal vs researcher benefit/impact.
  - Consideration of ‘potential impact’ where researchers are not decision makers.
  - CRI IPEN Impact Planning & Evaluation Network resources ([www.ipen.co.nz](http://www.ipen.co.nz))
- Clarity regarding resourcing for implementation of the RIF required.
  - Resources to be built into implementation of RIF going forward.
- Communication regarding RIF in relation to PBRF in planning stages but awaiting formal guidelines regarding impact from TEC before circulating, due end of November.

*Endorsed*

RIF endorsed, but no official launch of policy.  
Promotion will be through internal networks.

██ entered the meeting.

████████████████████ left the meeting.

4.3

### Research Responsiveness to Māori Policy

Feedback meeting with Senior Māori leaders held Monday 17 July 2023

Draft policy to be forwarded to SLT with minor changes.

Draft requires editing to review:

- Possible contradictory statements of 4 B&C
- Consistent and accurate use of macrons
  - ██████████ to action

How policy is implemented is vital.

- Clearly articulate the purpose of the policy, and how it will be communicated and actioned.
- Ensure policy is framed as fundamentally helpful for researchers.

Policy will require greater forward planning by researchers.

[REDACTED] left meeting.

**Student development**

- Policy can be incorporated into induction for PhD students.
- Policy will include Māori methodology within teaching with resultant capability building within academic workforce.
- Dissemination of best practice.

Policy is for benefit of Māori communities, not researchers, but no research should be purely for researchers benefit.

**4.4**

**Te Ara Paerangi – Future Pathways**

MBIE are conducting webinars, one today and one next week. Sessions are recorded.

Members have been selected to form the Independent Strategic Panel to develop National Research Priorities. MBIE are in the process of finalising membership.

**5.**

**UORGs**

**5.1**

**UORG Extensions/Variations**

[REDACTED] exited the meeting.

**UORG Summary List**

*Approved*

[REDACTED], UORG extension to 31 October 2023

*Approved*

[REDACTED], cost neutral budget variation.

*Approved*

[REDACTED], UORG extension to 31 March 2024

*Approved*

[REDACTED], UORG extension to 1 August 2024

[REDACTED] rejoined the meeting.

**6**

**Incoming correspondence**

No incoming correspondence

**7.**

**Convener's Business**

**7.1**

**Pae Tata – Strategic Plan to 2030**

There is a short timeframe for research priority areas to be decided.

- First draft of priority areas due for development in September.
- There are timing issues with the development due to several science departments being under a management of change process, and wider institutional financial uncertainty.

These will be decided at University, Division, and school levels.

- Existing Centres and Themes are already identified areas of strength, but they still need to contribute to discussion of Divisional strengths.
- An addendum will include outlying individual strengths and necessary curriculum areas.

Draft of strengths will be tested but will not be involve exhaustive consultation.

**7.2**

**University Research Strengths and Aspirations: Process and Timeline**

Document in papers starting point for discussion rather than a fait accompli.

Figures and structures presented are for budget planning **ONLY**.

Ongoing discussion is required.

Develop areas of strength and aspirational areas independent of individuals and groups, and then call for applications for leadership and inclusion.

- This is a departure from more traditional approaches where applications were sought first to identify perceived areas of strength within the academy.

In this model, contestable funding would continue to be channelled through R&E processes rather than each URSA running internal funding rounds.

Concerns raised regarding the level of funding indicated for directors and administration.

- This equates to approximately a third of URSA funding directed towards staffing.
- Perception that there are more layers of administration and management, and subsequent reduction in funding available for research.
- Other funding models spend approximately 40% of funding on administrative costs.
- Resources and support are necessary for academic leadership, as opposed to management, and the development of training and succession planning.

URSA groups should also garner substantial external funding.

██████████ returned to the meeting.

A minimal critical amount of funding is required to fund necessary group activities.

URSA's may be of varying sizes and may differ from number suggested.

- Large URSA's may be too big to function effectively.

If Divisional strength areas line up with URSA areas, consideration should be given to the most appropriate funding avenues/sources.

The ability to keep attracting people to the University will validate the approach taken.

The first two pages of the URSA document can be disseminated freely, but the final page is a discussion document for the RC only.

Aim to develop URSA's by the end of 2023.

To be presented to September meeting

- Divisional priorities
  - Divisional ADRs to provide, due 9 September.
- Bibliometric data
  - ██████████ to provide.
- Social Network analysis
  - ██████████ to provide.

Bibliometric data is to inform, rather than lead discussion and decisions.

Effective engagement with academics is important.

Method for feedback from academics yet to be determined but likely via:

- Research Committee and SLT
- Forum
- Divisional and School meetings

No timeline has yet been decided for URSA's lifecycle.

- 1-3 years seems too short.
- 5 years may be more appropriate.

**8. General Business**  
None

**Next Meeting**

The next meeting of the Committee has been set down for 20 September 2023, meeting will be in person and online.

**Distribution List**

Professor Richard Blaikie	Professor Maree Thyne
Professor Sara Walton	Professor Patricia Priest
Professor Roslyn Kemp	Professor Jessica Palmer
Associate Professor John Shaver	Professor Richard Barker
Associate Professor Ceridwen Fraser	Professor Jeff Smith
Dr Sara Filoche	Stephen Willis
Associate Professor Logan Walker	Gary Witte
Professor Tamlin Conner	Cc Matt Angel
Dr Rosie Brown	Cc Michelle Bennie
Dr Martin Gagnon	Cc Dr David Geraghty
Professor David Baxter	Cc Dr John Milnes
Professor Rose Richards	Cc Paulette Milnes
Associate Professor Karyn Paringatai	Cc Fiona Seaton
Mike Hall	



## **Committee for the Advancement of Learning and Teaching**

Committee Secretary: Michelle Bennie:  
Telephone: 479 9105  
E-mail: [michelle.bennie@otago.ac.nz](mailto:michelle.bennie@otago.ac.nz)

### **Minutes of a Meeting of the Committee for the Advancement of Learning and Teaching**

**27 July 2023**

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**Present:** Professor Tim Cooper (Convener), Professor Richard Blaikie, Cate Bardwell, Dr Russell Butson, Mia Heaphy Butts (2.00-3.00) (z), Jason Cushen, Dr Rachel Martin (2.00-2.45pm) (z), Margaret Morgan, Associate Professor Alesha Smith (2.00-3.07) (z), Dr Sarah Stein (z), Nicola Walmsley, Dr John Williams

**Apologies:** Dr Lee Adam, Dr Fairleigh Gilmour, Dr Tracy Perry, Dr Stephen Scott, Professor Sheila Skeaff

**In attendance:** Michelle Bennie, Julie Weaver

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#### **1. Apologies and Welcome**

The Committee noted apologies.

Members introduced themselves and welcomed Professor Cooper, incoming Dean of Learning and Teaching, as Convener.

#### **2. Minutes**

The minutes of a meeting of the Committee held on 25 May 2023 were confirmed.

#### **3. Matters Arising from Previous Minutes**

#### **4. Higher Education Development Centre (HEDC) Report**

The Committee received the HEDC report to July 2023 *noting that:*

- *HEDC and Student Learning Development are moving toward including reports on successful initiatives such as the early-stage, small-scale trial of the use of artificial intelligence (AI) as a tutor providing feedback on students' articulation of skill sets, and suggestions on career*

*possibilities. AI is being utilised to deal with the more mundane processes, ensuring accuracy and consistency of responses.*

- *HEDC will provide further information on the results of this trial to CALT later in the year.*

## **5. Information Technology Services (ITS) Report**

The Committee received the ITS report to July 2023 *noting that:*

- *Two major pieces of work currently underway are: preparing for migration of Blackboard to the cloud; and paper-based multichoice-question (MCQ) exam marking, which will be transferring to Uniprint. Communications around these will be circulated soon.*
- *Positive feedback was provided on the turnaround times and seamless transition for multichoice paper marking.*
- *An increasing number of papers are shifting content out of Blackboard and into Teams. Reasons for this may include the dated look and feel of Blackboard and a desire for more collaborative learning. This issue, and the associated issue of provision of support for learning platforms, will be addressed as part of the implementation of the DLE Review. The aim is to have one learning management system for the University with the ability to 'plug in' various options.*
- *Blackboard will be migrated to the cloud at the end of 2023, ready for Summer School 2024. Pre-2020 content will not be migrated, unless there are compelling reasons to do so, but will be accessible via archive.*
- *Things will look similar after migration aside from some new navigation tools which will be addressed in communications.*
- *Risks include previous department-specific practices not mapping to functions in the cloud, unknown factors affecting planned timing, and integration with eVision.*
- *Vulnerability in critical teaching activity relying on internet connection for cloud-based services will be addressed in the risk register.*
- *'Fieldwork' (a health and safety application intended to integrate practice and guidelines for departments undertaking fieldwork) procurement is currently on pause, with some background work continuing.*

## **6. International Office Report**

The Committee received a verbal briefing from the Director International *noting that:*

- *Overall numbers are higher than projected, particularly for semester 1. Semester 1 enrolments for Study Abroad were lower than expected, but enrolments for full degrees, especially undergraduate, were higher.*
- *Pre-Covid numbers have been matched for enrolments from Malaysia, but not from China. Canada has a small but significant dentistry cohort.*
- *Demand for outbound exchange is rapidly accelerating back to pre-Covid levels.*
- *Working on a strategic response to Te Pae Tata in the international space.*
- *In terms of te Tiriti, the International Office is working closely with the Office of Māori Development around Tūrangawaewae, Pōkai Whenua indigenous student exchange, with numbers returning to pre-Covid levels. There are plans to host a staff member from the Office of Māori Development one day per week, to focus on providing outbound students with information and to sharing expertise in welcoming inbound students.*
- *An implementation plan for the Māori Strategic Framework has been workshopped.*
- *In the medium term, there is optimism around numbers and markets, and institutional willingness to improve processes and systems for enquiries and admissions. The University has made an ongoing commitment to investment in being competitive with international scholarships. There is significant potential in coursework masters' degrees.*

**Item 9**  
**For noting**

- *A lot of work is being undertaken in articulation agreements, which may be discussed at a future CALT meeting.*

The Committee discussed the impact of increasing international enrolments in terms of the workload required to support students, particularly doctoral students. A potential move to quarterly admissions would provide opportunities for cohort training and support, including training around library resources for different campuses and distance students.

**7. Academic Integrity Group (AIG) Report**

The Committee noted that the AIG report will be considered at the next meeting.

**8. Summer School Operational Group (SSOG)**

The Committee received the SSOG minutes from the meeting held on 19 July 2023 *and discussed:*

- *There is a need to develop a clear sense of the strategic value of Summer School for the University.*
- *The OUSA representative noted that it is good to have papers available at Summer School, including at 400-level, to enable students to catch up and not fall behind in their degrees.*

**9. Digital Learning Environment (DLE) Review – Update**

The Committee received a verbal update on the DLE Review *and discussed:*

- *The report on the Review is complete and a series of recommendations has been signed off in principle by the Senior Leadership Team.*
- *Two major recommendations are:*
  - *Implementation of a new Learning Management System (LMS); and*
  - *Forming a new unit within the University.*
- *A major part of the role of the Dean of Learning and Teaching will be to ensure there is a clear plan for implementation of the recommendations. Governance structures and timeframes for this are not yet clear, but CALT will be involved. The Dean will report back to CALT with further detail at the next meeting.*
- *Work is underway on the Learning Management System business case.*
- *The University's IT Governance Group will require business cases to be tested against other priorities.*
- *There is a clear understanding that a new LMS is required, with resources required to support the transition to be determined.*
- *The LMS is just one part of a larger, multi-layered environment which includes interwoven technologies and the support sitting around the things teachers do when they teach and the things students do when they learn.*
- *It will be important to ensure Pathway and the Level 5 Diplomas are captured in the new system.*
- *Victoria University of Wellington (VUW) provides a good model for the transition, and there are strong relationships between their IT staff and ours.*
- *This is a key moment to think about how we teach, and to align the digital learning environment with a new teaching and learning plan and a revised graduate profile, to enhance teaching and learning.*
- *The University must be able to demonstrate that we are delivering on what is planned, in terms of reporting on the TEC Learner Success Plan.*
- *The appointment of Chief Digital Officer is imminent.*

**10. Digitally Enhanced Learning and Teaching (DELT) Group – Update**

The Committee noted that it may be timely to consider the ongoing role of DELT.

**11. Convenor’s Business**

[Redacted]

Professor Cooper invited feedback on CALT and the Committee discussed:

[Redacted]

**b. Working Group on AI, Assessment and Academic Integrity**

Professor Cooper informed the Committee about the following:

- *A working group will be formed to consider the related aspects of assessment, academic integrity and AI.*
- *The working group will deliver practical, pragmatic, discipline-specific guidance for academics in each of the divisions, with examples of best-practice assessment recognising the existence of AI.*
- *Effective assessment design will meet the challenge of AI and will reduce academic misconduct.*



**Item 9**  
**For noting**

- *The work will be completed in time for staff to adjust assessment for papers from Summer School 2024 onwards and will be provided to staff at a teaching forum to be held following the semester 2 exam period.*
- *The small working group will be chaired by [REDACTED] and will include [REDACTED] (policy), [REDACTED] from HEDC (assessment design) and divisional representatives (selected staff who are already engaged with application of the technology).*
- *Work will build on our connections with VUW, pooling examples to double the range of ideas/examples staff can use to rethink their teaching.*
- *[REDACTED] will put [REDACTED] in touch with the University's Matariki partners for benchmarking of what is being done in this space.*
- *Careful thought will be required around ethical implications and privacy.*
- *CALT will be kept informed and will be part of the formal line of approval.*

**12. Other Business**

**a. CALT Kōrero**

Due to restrictions of staffing in media production, there will be no CALT Kōrero for August but it will return in September. One key topic will be Microcredentials.

**b. Reports to CALT – Addressing Vision 2040/Te Pae Tata**

Future reports to CALT will include reporting on progress toward *Vision 2040/Te Pae Tata* goals including becoming a Te-Tiriti-led university.

**13. Date of Next Meeting**

The Committee noted that the next meeting will be held on Thursday 28 September 2023 at 2.00pm, in Committee Room North.

**14. Membership of Committee**

Professor Tim Cooper (Convener)  
Dr Lee Adam  
Cate Bardwell  
Professor Richard Blaikie  
Dr Russell Butson  
Jason Cushen  
Dr Fairleigh Gilmour  
Mia Heaphy Butts  
Dr Rachel Martin  
Margaret Morgan  
Dr Tracy Perry  
Dr Stephen Scott  
Professor Sheila Skeaff  
Associate Professor Alesha Smith  
Dr Sarah Stein  
Nicola Walmsley  
Dr John Williams



## **SCHOLARSHIPS AND PRIZES COMMITTEE**

Committee Secretary: Michelle Bennie – Telephone 03 479 9105  
E-mail [michelle.bennie@otago.ac.nz](mailto:michelle.bennie@otago.ac.nz)

### **MINUTES OF A MEETING OF THE SCHOLARSHIPS AND PRIZES COMMITTEE** **17 August 2023**

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**Present:** Professor Richard Blaikie (Convenor), Professor Phil Bremer, Professor Chrys Jaye (for Pro-Vice-Chancellor Health Sciences) (z), Professor Brendan McCane (for Pro-Vice-Chancellor Sciences), Associate Professor Wayne Stephenson (for Pro-Vice-Chancellor Humanities), Professor Maree Thyne

**In attendance:** Peter Boston, Ben Rickerby, Michelle Bennie

**Apologies:** Professor Tony Ballantyne  
Professor David Baxter (not in attendance)

#### **1 Karakia Timatanga**

The hui opened with a karakia.

#### **2 Apologies and Welcome**

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

#### **3 Minutes**

The minutes of a meeting of the Committee held on 17 May 2023 were confirmed.

#### **4 Matters Arising from Previous Meetings**

There were no matters arising.

#### **5 Report on Postgraduate Scholarships**

The Committee received the report from the Manager, Postgraduate Scholarships, Prizes and Awards and noted that at 31 July 2023, the [REDACTED]

[REDACTED]

The Committee discussed eligibility for and uptake of Postgraduate Publishing Bursaries and noted that:

- The availability of this funding contributes to timely completion of PhDs.
- The Manager, Postgraduate Scholarships, Prizes and Awards will provide the Committee with data around the number of Bursaries awarded.

The Committee thanked [REDACTED] for his work.

## **6 Report on Undergraduate Entrance Scholarships**

The Committee received the report from the Manager, Undergraduate Entrance Scholarships and noted that:

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

The Committee received the document *2024 Entrance Scholarship Offering Strategy* and noted that:

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

The Committee thanked [REDACTED] for his work.

## **7 Postgraduate Scholarships Strategy Working Group (PSSWG)**

The verbal update from [REDACTED] (PSSWG Convenor) was postponed until the Committee's next meeting.

## **8 New and Amended Scholarship and Prize Proposals**

The Committee considered the memorandum from the Manager, Postgraduate Scholarships, Prizes and Awards, dated 17 August 2023 and

**RECOMMENDED** that the following new scholarships and disestablished scholarship proceed to Senate for its consideration:

### **New Scholarships**

Graduate Women Otago Centenary Award (Māori)  
Graduate Women Otago Centenary Award (Pacific)  
Maria Marsh Memorial Postgraduate Scholarship in Mental Health  
Northland Pharmacist Pathway Scholarship

### **Disestablished Scholarship**

R & E Seelye Trust Master's Scholarship

**APPROVED** the following amended scholarship and amended prize:

### **Amended Scholarship**

Diane Campbell-Hunt Memorial Award

### **Amended Prize**

Harrison Grierson Prize for Professional Values in Surveying.

The Committee thanked [REDACTED] and [REDACTED] for their work.

The Committee discussed:

- Given the increasing number of donor-funded scholarships and prizes, and the associated administrative workload, there may be a need to work with the Development and Alumni Relations Office to consider establishing mechanisms for more streamlined approaches, potentially involving matched funding for a period of time.
- The [REDACTED] may provide an avenue to facilitate this.
- Costs involved with changing old gifts of deed are prohibitive.
- Some requirements set by donors result in awards never being made.
- *Pae Tata* will assist in identifying strategic priorities for these scholarships and prizes.

## **9 Master's Research and Doctoral Scholarship Stipends**

The Committee considered the memorandum from the Manager, Postgraduate Scholarships, Prizes and Awards, dated 17 August 2023 and

**RECOMMENDED** that

- a. as part of the 2024 budget round, Senior Leadership Team consider a CPI adjustment in the value of the doctoral stipend from \$30,696 to \$32,544 per annum and for the research master's stipend from \$17,172 to \$18,204
- b. the number of scholarships awarded under each category will be adjusted to remain within the overall fiscal envelope that is set for

2024 for the relevant activity centres of the Scholarships Committee budget.

The Committee discussed:

- Increases are grand-parented to existing stipend recipients.
- Supervisors should not treat this as an employment relationship.
- In future, CPI increases to the Scholarships budget line could potentially be considered during budget rounds, rather than being determined by this committee.

## **10 Summer Research Scholarships**

The Committee considered the memorandum from the Manager, Postgraduate Scholarships, Prizes and Awards, dated 17 August 2023 and

**AGREED** to amend the proposed increased minimum value of Summer Research Scholarships to \$7,000 and

to increase the minimum value of Summer Research Scholarships from \$6,000 to \$7,000 for a 10-week period of fulltime research, for scholarships commencing in 2024.

The Committee noted that:

- An increase in value will likely mean a reduction in the number of scholarships available across the University.
- Information regarding the increased minimum value of Summer Research Scholarships will be added, for noting, to communication to the Senior Leadership Team regarding recommended increases to Master's Research and Doctoral Scholarship Stipends, as discussed under Item 9. Any concerns raised will be brought back to this Committee for discussion.

The Committee discussed:

- The aims of the Summer Research Scholarship, its value relative to other scholarships, justifications for increasing the value, benefits for students beyond the monetary value of the award, and flow-on effects of increases for existing sponsors.
- The minimum value may be co-funded or supplemented by sponsors or departments/divisions.
- Targeted additional support (for example, for students from low socio-economic backgrounds, or for Māori or Pacific students) could be considered as equity funding at senior leadership level.
- Summer Research Scholarship regulations permit students to undertake up to 10 hours of paid employment per week.

## **11 New and Amended Scholarship and Prize Proposals - Electronic Recommendations**

The Committee noted:

- a. the memorandum from the Manager, Postgraduate Scholarships, Prizes and Awards, dated 6 July 2023 and the supporting memo from the School of Arts dated 21 June 2023 related to its proposed prizes (previously considered via email)
  - the decision of the Committee via correspondence prior to this meeting to recommend that the following new prizes and new scholarship proceed to Senate for its consideration:

**New Prizes**

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

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

**12 Prize and Scholarship Regulations: minor amendments approved by DVC (Research and Enterprise) on delegation from University Council**

The Committee noted

- that on 31 May 2023 the Deputy Vice-Chancellor (Research and Enterprise) approved amendments to the wording of the general regulations of Entrance Scholarships in relation to the eligibility for international students to apply for the scholarships
- that on July 2023 the Deputy Vice-Chancellor (Research and Enterprise) approved amendment of the RJH Daughters of Refugees Fanny Evans Scholarship regulations to remove the guarantee of accommodation in a Residential College and instead offer a guaranteed offer of place for a University Flat
- that on 1 August 2023 the Deputy Vice-Chancellor (Research and Enterprise) approved minor amendments to the value and selection criteria of the Richard and Diana Somerville Commerce Entrance Scholarship and the Richard and Diana Somerville Pacific Entrance Scholarship.

**13 Intimations from Senate and Council**

- a. The Committee noted that, at its meeting on 9 May 2023, the University Council received Communications from the Senate, dated 29 March and 26 April, and approved the following new prizes, new scholarships, disestablished scholarship and disestablished prize:

**New Prizes**

Caledonian Society Prize for Scottish Literature

Mayne Wetherell Prize

Te Ohu Pūniho Ora o Aotearoa - The New Zealand Oral Health Association Clinical Oral Health Practice Prize

Te Ohu Pūniho Ora o Aotearoa - The New Zealand Oral Health Association Community Oral Health and Oral Health Promotion Prize

**New Scholarships**

Otago Council Postgraduate Scholarship in Commerce, noting that Council recommended a name change to this scholarship, to amend name to the University of Otago Council Postgraduate Scholarship in Commerce

The Professor John Steele Honours Scholarship in Musicology

The Professor John Steele Master's Scholarship in Musicology

The Professor John Steele Doctoral Scholarship in Musicology

The Eamon Cleary Trust Postgraduate Travel Award

Stewart Petrie Diversity & Equity Scholarship in Surveying & Spatial

**Disestablished Scholarship**

The Eamon Cleary Trust Honours Scholarship

**Disestablished Prize**

A J Park Intellectual Property Prize.

- b. The Committee noted that, at its meeting on 13 June 2023, the University Council received Communications from the Senate, dated 31 May, and approved the following new scholarship and new prize:

**New Scholarship**

The University of Otago Ralph Moir Memorial Entrance Scholarship

**New Prize**

Steph Dyhrberg Labour Law Prize.

- c. The Committee noted that, at its meeting on 8 August 2023, the University Council received Communications from the Senate, dated 26 July, and approved the following new prizes and new scholarship:

**New Prizes**

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

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

**14 Correspondence Received**

The Committee discussed an email from [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

- [REDACTED]  
[REDACTED]  
[REDACTED]
- [REDACTED]  
[REDACTED]
- [REDACTED]  
[REDACTED]

**15 Convener's Business**

There was no Convener's Business.

**16 Next Meeting**

The Committee noted that the next meeting of the Committee has been set down for 2.00-3.30pm in Committee Room North on 11 December 2023.

**17 Karakia Whakamutunga**

**Membership**

Professor Richard Blaikie	Convener, Deputy Vice-Chancellor Research
Professor Phil Bremer	Deputy Vice-Chancellor Academic (Acting)
Professor Tony Ballantyne	Deputy Vice-Chancellor External Engagement
Professor Maree Thyne	Pro-Vice-Chancellor Division Commerce/School of Business (Acting)
Professor Jessica Palmer	Pro-Vice-Chancellor Division of Humanities
Professor Richard Barker	Pro-Vice-Chancellor Division of Sciences
Professor Patricia Priest	Pro-Vice-Chancellor Division of Health Sciences (Acting)

**Distribution**

Professor Richard Blaikie	Convener, Deputy Vice-Chancellor Research
Professor Phil Bremer	Deputy Vice-Chancellor Academic (Acting)
Professor Tony Ballantyne	Deputy Vice-Chancellor External Engagement
Professor Maree Thyne	Pro-Vice-Chancellor Division Commerce/School of Business (Acting)
Professor Jessica Palmer	Pro-Vice-Chancellor Division of Humanities
Associate Professor Wayne Stephenson	Alternate for Division of Humanities
Professor Richard Barker	Pro-Vice-Chancellor Division of Sciences
Professor Brendan McCane	Alternate for Division of Sciences
Professor Patricia Priest	Pro-Vice-Chancellor Division of Health Sciences (Acting)
Professor Chrys Jaye	Alternate for Division of Health Sciences
Professor David Baxter	Dean, Graduate Research School
Ben Rickerby	Manager, Undergraduate Entrance Scholarships, Division of External Engagement
Peter Boston	Manager, Postgraduate Scholarships, Prizes and Awards, Division of Research
Michelle Bennie	Academic Committees
Matt Angel	Academic Committees



**Item 10A**  
**For noting**

Gary Witte  
Julie Weaver

Academic Committees  
Senior Analyst Research and Policy, Academic Divisional Office



# Memorandum

**To** Scholarships and Prizes Committee

**From** Peter Boston  
Manager, Postgraduate Scholarships, Prizes and Awards

**Date** 17 August 2023

**Re** New and Amended Scholarship and Prize proposals

---

## Preamble

The recommendation of the Scholarships and Prizes Committee is sought for the following new scholarships and disestablished scholarship to proceed to the Senate for its consideration. The approval of the Committee is also sought for an amended scholarship and an amended prize.

## 1. NEW SCHOLARSHIPS

### a) Graduate Women Otago Centenary Award (Māori)

- **Department:** Te Huka Mātauraka - Māori Centre
- **Value:** \$3,000
- **Background:** Generously funded by Graduate Women Otago (GWO), this new scholarship aims to support one female Māori master's student each year whose financial or personal circumstances would make it difficult to continue studying. Applicants may be enrolled in any University of Otago master's programme. A parallel award is also offered each year on comparable terms to one female Pacific student engaged in master's level study in any discipline.
- **Recommended by:**
  - Michelle Taiaroa, Manager, Te Huka Mātauraka - Māori Centre
  - Tuari Potiki, Director, Office of Māori Development

### Proposed Regulations

#### Graduate Women Otago Centenary Award (Māori)

*Established in 2023 by the University of Otago through generous support from Graduate Women Otago, this award commemorates the organisation's 2021 centenary, and is intended to support one female Māori master's student each year whose financial or personal circumstances make it difficult to continue studying. A parallel award is also offered each year on comparable terms to a female Pacific student engaged in master's level study in any discipline.*

#### **Painga (Eligibility)**

Applications are open to any University of Otago student who:

- is a New Zealand citizen or New Zealand Residence Class Visa Holder;

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- identifies as female;
- meets the University's ancestry verification requirements for Māori;
- is enrolled or plans to enrol in a master's degree programme (coursework or thesis) in any discipline;
- faces financial or personal circumstances that may disrupt or interfere with their studies.

***Mahi tonoa (Application Process)***

All applicants must:

- submit an application on the prescribed form to Student Administration (Scholarships) by the closing date specified, with appropriate documentation where required;
- provide verification of Māori ancestry (<https://www.otago.ac.nz/study/otago666451.html>);
- provide details of any other financial assistance they will receive from other awards or scholarships;
- include an academic transcript if any previous study was at a tertiary institution other than the University of Otago.

***Kowhiritanga (Selection Process)***

A selection committee consisting of the Manager of the Māori Centre, the Director, Development & Alumni Relations, and a Graduate Women Otago Committee member (or their nominees) shall consider the following in recommending awarding the scholarship:

- (i) the applicant's financial means and personal circumstances, and the extent to which these factors may affect their ability to pursue their studies;
- (ii) whether the applicant will receive financial assistance from other awards or scholarships;
- (iii) recommendations and advice from the Māori Centre and other University staff;
- (iv) the applicant's academic ability or potential.

The committee may require an interview with short-listed applicants for the scholarship.

The committee reserves the right not to award the scholarship in any given year.

***Tahua (Financial)***

The total value of the scholarship is \$3,000, paid as a lump sum to the recipient.

***Whai tonu (Tenure)***

- The scholarship must be taken up within one year of being awarded.
- The scholarship may be awarded to the same student more than once.
- The scholarship may be held concurrently with any other University of Otago scholarship where its regulations also allow co-tenure.

***Other Requirements***

- Award of the scholarship is dependent on the recipient being admitted to the University of Otago.
- The recipient shall provide a letter of acknowledgment to Graduate Women Otago via the Stewardship Officer, Development and Alumni Relations Office.

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- 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.

**b) Graduate Women Otago Centenary Award (Pacific)**

- **Department:** Pacific Islands Centre
- **Value:** \$3,000
- **Background:** Generously funded by Graduate Women Otago (GWO), this new scholarship aims to support one female Pacific master's student each year whose financial or personal circumstances would make it difficult to continue studying. Applicants may be enrolled in any University of Otago master's programme. A parallel award is also offered each year on comparable terms to one female Māori student engaged in master's level study in any discipline.
- **Recommended by:**
  - Tagiilima Feleti, Manager, Pacific Islands Centre
  - Professor Rose Richards, (Acting) Director, Pacific Development

**Proposed Regulations**

**Graduate Women Otago Centenary Award (Pacific)**

*Established in 2023 by the University of Otago through generous support from Graduate Women Otago, this award commemorates the organisation's 2021 centenary, and is intended to support one female Pacific master's student each year whose financial or personal circumstances make it difficult to continue studying. A parallel award is also offered each year on comparable terms to a female Māori student engaged in master's level study in any discipline.*

***Painga (Eligibility)***

Applications are open to any University of Otago student who:

- is a New Zealand citizen or New Zealand Residence Class Visa Holder;
- identifies as female;
- meets the University's ancestry verification requirements for Pacific;
- is enrolled or plans to enrol in a master's degree programme (coursework or thesis) in any discipline;
- faces financial or personal circumstances that may disrupt or interfere with their studies.

***Mahi tonoa (Application Process)***

All applicants must:

- submit an application on the prescribed form to Student Administration (Scholarships) by the closing date specified, with appropriate documentation where required;
- provide verification of Pacific ancestry (<https://www.otago.ac.nz/study/otago666451.html>);
- provide details of any other financial assistance they will receive from other awards or scholarships;

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- include an academic transcript if any previous study was at a tertiary institution other than the University of Otago.

***Kowhiritanga (Selection Process)***

A selection committee consisting of the Manager of the Pacific Islands Centre, the Director, Development & Alumni Relations, and a Graduate Women Otago Committee member (or their nominees) shall consider the following in recommending awarding the scholarship:

- (i) the applicant's financial means and personal circumstances, and the extent to which these factors may affect their ability to pursue their studies;
- (ii) whether the applicant will receive financial assistance from other awards or scholarships;
- (iii) recommendations and advice from the Pacific Islands Centre and other University staff;
- (iv) the applicant's academic ability or potential.

The committee may require an interview with short-listed applicants for the scholarship.

The committee reserves the right not to award the scholarship in any given year.

***Tahua (Financial)***

The total value of the scholarship is \$3,000, paid as a lump sum to the recipient.

***Whai tonu (Tenure)***

- The scholarship must be taken up within one year of being awarded.
- The scholarship may be awarded to the same student more than once.
- The scholarship may be held concurrently with any other University of Otago scholarship where its regulations also allow co-tenure.

***Other Requirements***

- Award of the scholarship is dependent on the recipient being admitted to the University of Otago.
- The recipient shall provide a letter of acknowledgment to Graduate Women Otago via the Stewardship Officer, Development and Alumni Relations Office.
- 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.

**c) Maria Marsh Memorial Postgraduate Scholarship in Mental Health**

- **Department:** Otago Medical School
- **Value:** \$10,000
- **Background:** This new scholarship is funded by Robert Rea, and dedicated to his late wife, Maria Marsh, a grateful beneficiary of healthcare services in NZ. The award supports and encourages postgraduate study or research in mental health, especially study or research with a specific focus on manic depression (bipolar disorder) or schizophrenia. Eligibility for the award is not confined to

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medical students, so applications from other disciplines may be considered. Master's and PhD applicants will be given priority.

- **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**

**Maria Marsh Memorial Postgraduate Scholarship in Mental Health**

*Established in 2023 by the University of Otago with funding from the donor, Robert Rea, this scholarship was created in memory of Maria Marsh, the donor's wife. The purpose of this award is to support postgraduate study or research in the field of mental health, particularly manic depression or schizophrenia.*

***Eligibility***

Applicants must be:

- a New Zealand citizen or New Zealand Residence Class Visa Holder;
- enrolled in (or about to enrol in) a postgraduate qualification at the University of Otago involving study or a research project in the area of mental health, preferably focused on manic depression or schizophrenia.

***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;
- an academic reference letter; and
- a copy of their academic transcript if not an Otago graduate.

***Selection Process***

The Selection Panel will consist of the Dean of Otago Medical School, the Director of Development and Alumni Relations, and the Manager, Postgraduate Scholarships, Prizes and Awards (or their nominees).

The following factor(s) shall be considered in selecting the recipient:

- the postgraduate study or research (project) for which the scholarship is awarded must be in the field of mental health, with priority given to applications where the study or research focuses specifically on manic depression or schizophrenia;
- priority will be given to Master's and PhD applicants over other postgraduate applicants (e.g. Honours, Postgraduate Diploma, Postgraduate Certificate).

The Selection Panel may require an interview with short-listed applicants.

***Financial***

- One scholarship will be awarded each year, at the determination of the Selection Panel.
- The scholarship has a total value of \$10,000, payable in instalments.

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***Tenure***

- The scholarship may be held with full-time or part-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.

***Other Requirements***

- Award of the scholarship is dependent on the recipient being admitted to the University of Otago.
- 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.

**d) Northland Pharmacist Pathway Scholarship**

- **Department:** School of Pharmacy
- **Value:** \$12,000 (4 x \$3,000 scholarships)
- **Background:** This new scholarship is sponsored by Vicki Douglas and Bay of Islands Pharmacies Ltd, based in Kerikeri, Northland. It provides funding for accommodation and travel allowances to bring a third-year pharmacy student to the Bay of Islands to undertake a placement in a rural community pharmacy practice. Up to four scholarships will be offered annually, each one valued at \$3,000. The scholarships also provide mentoring across Years 3 and 4 of the recipients' pharmacy degrees, with the intention that one recipient be offered an internship in the Kerikeri area.
- **Recommended by:**
  - Professor Carlo Marra, Dean of Pharmacy, Division of Health Sciences
  - Professor Patricia Priest, (Acting) Pro-Vice-Chancellor, Division of Health Sciences

**Proposed Regulations**

**Northland Pharmacist Pathway Scholarship**

*Established in 2023 by the University of Otago in collaboration with Vicki Douglas, Pharmacist, of Bay of Islands Pharmacies Ltd, based in Kerikeri, Northland. This scholarship provides funding for accommodation and travel allowances to bring four third year pharmacy students to the Bay of Islands for placements in rural community pharmacy practices. It also offers mentoring through Years 3 and 4 of the students' pharmacy degrees, with a view to one ultimately accepting an internship in the Kerikeri area.*

***Eligibility***

Applicants must be:

- a New Zealand citizen or New Zealand Residence Class Visa Holder
- a third year pharmacy student at the University of Otago in the year of tenure
- a good communicator with a passion for rural community pharmacy, and the ability to successfully complete their Bachelor of Pharmacy degree.

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***Application Process***

Every application for this award 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 written submission outlining the applicant's interest in rural community pharmacy practice
- an updated curriculum vitae.

***Selection Process***

The selection panel will consist of School of Pharmacy staff nominated by the Dean, the Director, Development and Alumni Relations (or nominee), and representatives of Bay of Islands Pharmacies Ltd.

The panel may interview all short-listed applicants.

***Financial***

- The value of the scholarship will be \$3,000, to cover the recipient's travel and accommodation expenses when on placement in the Bay of Islands.
- The scholarship may only 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.

***Other Requirements***

- The scholarship is to be accompanied by a mentoring programme for Years 3 and 4 of the recipient's Bachelor of Pharmacy programme. The intent is that this will lead to one of the scholarship recipients accepting an internship in the Kerikeri area. This internship would be accompanied by pastoral care and support, as the student transitions to their registration as a pharmacist within a rural environment.
- Scholarship recipients will attend and provide progress reporting within the framework of the mentorship programme.
- Scholarship recipients will agree to publicity opportunities with Bay of Islands Pharmacies Ltd.
- The University of Otago reserves the right to use the names, photographs, and details of successful applicants for advertising and publicity. Award holders must agree to be reasonably available to participate in interviews and promotional activities if requested by the University of Otago.

**2. AMENDED SCHOLARSHIP**

**a) Diane Campbell-Hunt Memorial Award**

- **Department:** Cross-Divisional (Humanities and Sciences)
- **Value:** \$1,000



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- **Background:** The donor and selection panel have requested a broadening of the eligibility for this award by allowing applications from master's research students. In addition, the selection panel propose that candidates with book chapters accepted for publication in peer-reviewed publications also qualify to apply for this award.
- **Recommended by:**
  - Professor David Orlovich, Head of Department of Botany, Division of Sciences
  - Professor Richard Barker, Pro-Vice-Chancellor, Division of Sciences
  - Professor Etienne Nel, Head of School of Geography, Division of Humanities
  - Professor Jessica Palmer, Pro-Vice-Chancellor, Division of Humanities

**Current Regulations**

**Diane Campbell-Hunt Memorial Award**

The Diane Campbell-Hunt Memorial Award was established in 2010 with funds raised following the tragic death of Diane Campbell-Hunt in an accident on Mount Taranaki in October 2008.

Diane Campbell-Hunt was a PhD candidate in the Department of Geography, funded by a Tertiary Education Commission Top Achiever Doctoral scholarship. She had completed two-thirds of her PhD programme at the time of her death. Her project looked at the long-term sustainability of fenced sanctuaries in New Zealand in a multi-disciplinary analysis: ecological, economic, social, and governmental.

**OBJECTIVE OF THE AWARD**

The intent of this award is to support research on any topic that will contribute to fostering the conservation of New Zealand's plants and animals and the communities they form, including also the social processes involved in conservation, e.g. political, legal, economic and management, and to have the research communicated to a general audience.

The award will be made annually for the best paper that makes a contribution to the above conservation cause. The paper may be one that has been accepted for publication by an academic journal or that has been accepted for presentation at a conference provided the paper has been peer refereed. Projects that take a multi-disciplinary approach will be especially welcomed, but the award will always be based on the quality of the contribution made.

One award will be made each year over a ten-year period, after which the award will be discontinued.

**ELIGIBILITY**

Candidates must:

- Be enrolled and confirmed in a PhD programme in any Department or School at the University of Otago
- Have had accepted a peer-reviewed academic paper (conference or journal) that contributes to New Zealand conservation (as defined above), and in which they are the lead author.
- Not have previously been awarded the award.

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## **VALUE**

The value of the award will be at least \$1000.00.

## **TENURE**

Each award must be taken up in the year in which it is made. The award may be held concurrently with other awards, subject to approval from the selection panel.

## **REQUIREMENTS**

Within 12 months of the award being granted, every recipient of the award must

- Write and publish a non-technical article on their work in a general-readership magazine (e.g. Forest and Bird).
- Submit a report on the use of award to the Head of the Department of Geography and the Chair of the Advisory Panel.

## **PUBLICITY**

The University of Otago and the Foundation Trust reserve the right to use the names, photographs and details of successful applicants for the purposes of advertising and publicity. The award holders must agree to be reasonably available to participate in interviews and promotional activities if requested by the University or the Trust.

## **APPLICATION AND SELECTION PROCESS**

Applications for the award must:

- Be accompanied by a copy of the paper for which the award will be made
- Be accompanied by the prescribed application form, including a report from the applicant's supervisor or Head of Department on the eligibility of the applicant (including the applicant's contribution to the paper being submitted), and a statement from the applicant that explains (in 500 words or less) the paper's contribution to New Zealand conservation.
- Be accompanied by a plan for use of the award that will further their research, for example support for conference leave, a publication subsidy, operating costs for further research.
- Be submitted to the Doctoral and Scholarships Office no later than 30 June.

Applications will be assessed by a small, cross-disciplinary Advisory Board, made up of academic staff from all divisions of the University with established research reputations on New Zealand conservation issues.

## **Proposed Regulations**

### **Diane Campbell-Hunt Memorial Award**

*The Diane Campbell-Hunt Memorial Award was established in 2010 with funds raised following the tragic death of Diane Campbell-Hunt in an accident on Mount Taranaki in October 2008. Diane Campbell-Hunt was a PhD candidate in the (then) Department of Geography, funded by a Tertiary Education Commission Top Achiever Doctoral scholarship. She had completed two-thirds of her PhD programme at the time of her death. Her project looked at the long-term sustainability of fenced sanctuaries in New Zealand in a multi-disciplinary analysis: ecological, economic, social, and governmental.*

*The intent of this Award is to support research on any topic that helps foster the conservation of New Zealand's plants and animals and the communities they form, and to have the research*

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*communicated to a general audience. The research may be scientific in nature, or focus more on the social processes involved in conservation, e.g. political, legal, economic and management. The Award will be made annually for the best paper contributing to this cause. Projects taking a multi-disciplinary approach are especially welcome, but applications are judged ultimately on the quality of contribution made.*

***Eligibility***

Candidates must:

- Be enrolled and confirmed in a PhD programme or the thesis component of a Master's research programme in any Department or School at the University of Otago.
- Have written a peer-reviewed academic paper that has been accepted for publication in a journal or for presentation at a conference, or a book chapter that has been accepted for publication in a volume of academic peer-reviewed research, which contributes to New Zealand conservation (as defined above), and in which they are the lead author.
- Not have previously been granted the Award.

***Application***

Applications for the Award must:

- Be accompanied by a copy of the paper for which the Award will be made.
- Be accompanied by the prescribed application form, including a report from the applicant's supervisor or Head of Department on the eligibility of the applicant (including the applicant's contribution to the paper being submitted), and a statement from the applicant that explains (in 500 words or less) the paper's contribution to New Zealand conservation.
- Be accompanied by a plan for use of the Award that will further their research, for example support for conference leave, a publication subsidy, or operating costs for further research.
- Be submitted to Student Administration (Scholarships) by the specified closing date.

Applicants are also encouraged to include a Curriculum Vitae detailing their previous publications.

***Selection***

Applications will be assessed by a small, cross-disciplinary Advisory Board, made up of academic staff from all divisions of the University with established research reputations on New Zealand conservation issues. The Board reserves the right not to grant the Award should no suitable applicant be available, or when there are insufficient funds available in any given year.

***Financial***

- The value of the Award will be at least \$1,000.

***Tenure***

- Each Award must be taken up in the year in which it is made.
- The Award may be held concurrently with other awards, subject to approval from the selection panel.

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***Other Requirements***

Within 12 months of the Award being granted, the recipient must:

- Write and publish a non-technical article on their work in a general-readership magazine (e.g. Forest and Bird).
- Submit a report on the use of Award to [Student Administration \(Scholarships\) for review by the donor.](#)

***Publicity***

The University of Otago and the Foundation Trust reserve the right to use the names, photographs and details of successful applicants for the purposes of advertising and publicity. The Award holders must agree to be reasonably available to participate in interviews and promotional activities if requested by the University or the Trust.

**3. DISESTABLISHED SCHOLARSHIP**

**a) R & E Seelye Trust Master's Scholarship**

- **Department:** Research Division
- **Value:** \$17,172 per year plus tuition fee waiver (one year)
- **Background:** The sponsors of this award, R & E Seelye Charitable Trust, will no longer be funding it, following a decision to target postgraduate support in other areas. The scholarship will therefore be disestablished with effect from 1 Jan 2024, with 2023 the final year of award.
- **Recommended by:**
  - Peter Boston, Manager, Postgraduate Scholarships, Prizes and Awards, Research Division
  - Professor Richard Blaikie, Deputy Vice-Chancellor, Research and Enterprise

**Current Regulations**

**R & E Seelye Trust Master's Scholarship**

*This scholarship was first established in 2011 by the R & E Seelye Trust. While assisting with general charitable causes, the trust has a strong emphasis on education. Eve Seelye came to New Zealand as a refugee (with her parents) from Austria. Her family were escaping from the Holocaust, which claimed the rest of her family. Her father was a doctor and retrained and practiced in New Zealand. Eve followed her father into medicine and was a prominent anaesthetist assisting with some of the pioneering heart surgery. Ralph and Eve Seelye went to study in Oxford (United Kingdom) after Eve had been awarded a fellowship. Ralph completed a doctorate at Oxford.*

The Scholarship may be held by research Master's students, in any discipline, who have demonstrated academic excellence in their previous studies. Students must be New Zealand citizens or permanent residents. A decision on the award of the Scholarship will be made in consultation with the Trustees of the R & E Seelye Trust.

In 2015, eligibility for the R & E Seelye Trust Master's Scholarship was broadened to include consideration of financial need, alongside life circumstances which present significant barriers to further study.

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Upon completion of the Master's degree, the scholar is required to submit a third copy of their thesis which will be forwarded to the R & E Seelye Trust. The University will cover the cost of the third copy, provided the scholar submits the thesis for examination within a period of 18 months of full- time study or equivalent in part-time study.

Award of the Scholarship is subject to confirmation from the R & E Seelye Trust. The current value of this scholarship is \$17,172 per year plus a tuition fee waiver for 1 year, for Master's study only. Up to two scholarships may be awarded each year.

#### **4. AMENDED PRIZE**

##### **a) Harrison Grierson Prize for Professional Values in Surveying**

- **Department:** School of Surveying
- **Value:** \$1,750
- **Background:** Harrison Grierson Consultants Limited have supported a scholarship in Surveying since 2001, awarded to the Bachelor of Surveying student who obtains the highest aggregate 300-level grades each year, and paid out if they enrol in 400-level study the following year. The sponsors now wish to adjust the focus of their award, to reward a student's alignment with the company's professional and corporate values rather than just pure academic attainment. This shift in emphasis is captured in a change of title for the award, currently known as the Harrison Grierson Scholarship in Surveying – a change which also better reflects the award's true status as a prize, not a scholarship.
- **Recommended by:**
  - Associate Professor Antoni (Tony) Moore, Dean of the School of Surveying, Division of Sciences
  - Professor Richard Barker, Pro-Vice-Chancellor, Division of Sciences

#### **Current Regulations**

##### **Harrison Grierson Scholarship in Surveying**

*Established in 2001 by Harrison Grierson Consultants Limited to support and encourage the pursuit of excellence in surveying in the School of Surveying at the University of Otago.*

The scholarship is to be awarded to a student who is studying for a fulltime course towards the degree of Bachelor of Surveying or Bachelor of Surveying with Honours. The award will be made annually to the student who gains the highest aggregate mark, for the combination of either SURV303 (Urban Design 1) and SURV304 (Land Development) OR SURV301 (Surveying Methods 2) and SURV302 (Geodetic Reference Systems and Network Analysis).

The scholarships will be awarded by the University Council on the recommendation of the Dean of the School of Surveying (or nominee) in consultation with Harrison Grierson Consultants Limited. Selection will be based solely on academic merit. The scholarship will be paid to the recipient in the year following the award on confirmation of enrolment in the fourth year of the degree.

#### **Proposed Regulations**

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**Harrison Grierson Prize for Professional Values in Surveying**

*Established in 2001 by the University of Otago through a generous donation from Harrison Grierson Consultants Limited. The purpose of this prize, formerly known as the Harrison Grierson Scholarship in Surveying, is to support and encourage the pursuit of excellence in the School of Surveying. Updated to its current form in 2023, the prize recognises an exemplar individual who expresses exceptional professional values outside the standard measures of academic excellence.*

The prize is awarded at the end of the second professional year of a Bachelor of Surveying degree to the student who, during their studies to date, most embodies the company values of Harrison Grierson Consultants Limited. Those values are integrity and accountability, determination to succeed, teamwork, and possessing a forward thinking attitude.

The prize will be awarded by the University Council on the recommendation of the Dean of the School of Surveying (or nominee) in consultation with Harrison Grierson Consultants Limited.

The value of the prize will normally be \$1,750.



**CLIENT UNDERSTANDING**

We put our clients and their needs at the forefront of our thinking. We always listen to clients and what's important to them. We go above and beyond our clients' expectations to deliver inspired and creative solutions that are both commercially and technically brilliant. We have a 'can-do' attitude.



**ONE COMPANY, UNITED**

Problems are there to be solved, and when we work together, we can solve just about anything. We're a group of talented individuals, but together we're an even stronger team. We make decisions based on what's right for the company, not just what's right for me.



**DETERMINATION**

We believe that where there's a will there's a way. We are determined to succeed and to engineer brighter futures for everyone. We don't tolerate complacency. We set high standards and our clients trust us to deliver. Our trust has been hard-earned and we always deliver solutions that solve our clients' problems, whether commercial or engineering.



**INTEGRITY AND ACCOUNTABILITY**

Everything we do, we do with integrity. We say what we mean and we mean what we say. We stand behind our actions. We're steadfast in our responsibilities – to ourselves, to our clients, to each other.

**Recommendations**

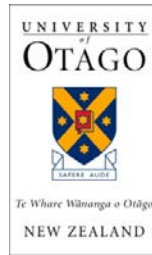
- 1) The Scholarships and Prizes Committee recommends that the following new scholarships and disestablished scholarship proceed to Senate for its consideration:
  - a. New Scholarships
    - i. Graduate Women Otago Centenary Award (Māori)

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- ii. Graduate Women Otago Centenary Award (Pacific)
    - iii. Maria Marsh Memorial Postgraduate Scholarship in Mental Health
    - iv. Northland Pharmacist Pathway Scholarship
  - b. Disestablished Scholarship
    - i. R & E Seelye Trust Master's Scholarship
- 2) The Scholarships and Prizes Committee approves the following:
  - a. Amended Scholarship
    - i. Diane Campbell-Hunt Memorial Award
  - b. Amended Prize
    - i. Harrison Grierson Prize for Professional Values in Surveying



**Item 11**  
**For noting and approval of items**  
**as outlined in the agenda**



**Board of Undergraduate Studies**

Committee Secretary: Matt Angel  
E-mail: [academic.committees@otago.ac.nz](mailto:academic.committees@otago.ac.nz)  
Telephone: 03 479 4852

**Minutes of a Meeting of the Board of Undergraduate Studies**

**2 August 2023**

**Present:** Professor Phil Bremer (Convener), Associate Professor Melanie Beres, Mia Heaphy Butts, Professor Tim Cooper, Jason Cushen, Associate Professor Richard Greatbanks, Jennifer Haugh, Professor Karl Lyons, Professor Brendan McCane, Margaret Morgan, Dr Sarah Stein, Professor Lois Surgenor, Dr Julie Timmermans

**In attendance:** Matt Angel, Rebecca Connaughton, Carol Forbes, Richard German, Dr Tosh Stewart, Dr Julie Weaver, Mark Wilesmith

**Apologies:** Ngaroma Bennett

**1. Karakia Timatanga**

The Convener opened the hui with a karakia.

**2. Membership Changes**

The Board welcomed Associate Professor Melanie Beres to the Board, representing the Division of Humanities in the role of Associate Dean (Academic), taking over from [REDACTED]

**3. Minutes**

The minutes of a meeting of the Board on 5 July 2023, previously circulated, were confirmed.

**4. Intimations from Senate**

The Board noted that the Senate, 26 July 2023, received the minutes of the Board dated 5 July 2023, and approved all recommendations contained therein.



**Item 11**  
**For noting and approval of items**  
**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](mailto:academic.committees@otago.ac.nz)).

**6. CUAP Report**

The Board received a report on the meeting of the Committee on University Academic Programmes (CUAP) on 13 July 2023 from the Dean, Learning and Teaching, *noting that*:

- *The University did not propose any new programmes in 2023 Round 1, which is not typical.*
- *While the lack of new programmes may be understandable in the current environment, there is a need to monitor this and ensure that the University continues to innovate.*

The Board noted that all of the University's proposals submitted to CUAP for 2023 Round 1 were approved, comprising:

- Amending the name of the Postgraduate Certificate in Women's Health (PGCertWHlth) to the Postgraduate Certificate in Pregnancy and Medical Gynaecology (PGCertPMG)
- Amending the name of the Advertising endorsement for the Diploma for Graduates (DipGrad) to Creative Marketing
- Amending the minimum entry requirement for various coursework master's degrees to a B GPA, noting that the Master of Wildlife Management (MWLM) was added to the list of programmes affected by this change.
- Amending the requirements of the Bachelor of Dental Surgery with Honours (BDS(Hons))
- Amending the requirements for the Bachelor of Dental Technology (BDentTech) and Bachelor of Dental Technology with Honours (BDentTech(Hons))
- Transferring retained subjects from the Bachelor of Applied Science (BAppSc) and Bachelor of Applied Science with Honours (BAppSc(Hons)) to new qualifications

**7. Consolidated Approvals Process**

The Board

**ENDORSED**

the development of a consolidated approvals process for department- or programme-wide curriculum revisions, as outlined in a manatu from the Dean, Learning and Teaching (Dean, L&T), *noting that*:

- *The intention of the process and its templates would be to solicit the same required information for proposed curriculum revisions, but in a more efficient and collated way that should save time for the proposer and for those scrutinising any such proposals.*
- *The Dean, L&T is still working with staff from the Office of Māori Development to determine whether Te Tiriti o Waitangi information needs to be included in each Section B (i.e. new paper proposal) attached to the proposal or just in the overall proposal document.*

**Item 11**  
**For noting and approval of items**  
**as outlined in the agenda**

- *Once developed by the Dean, L&T, the proposed templates for the process would be submitted to each Divisional Academic Board for consultation and endorsement.*

**8. Standardised Professional Programmes Admission Committees Terms of Reference**

The Board

**ENDORSED** standardised Professional Programmes Admission Committees Terms of Reference, as outlined in a manatu addressed to Senate from the Associate Dean (Academic) for the Division of Health Sciences, *noting that:*

- *This is an important first step toward updates to the selection criteria and eligibility regulations for Health Professional programmes.*
- *The Board advised minor corrections to achieve consistency in which Student Experience staff would be expected to attend meetings of admission committees.*
- *The Board commended the work that has been done on these Terms of Reference and related tasks around updates to Health Professional programmes eligibility and admission processes.*

**9. Division of Health Sciences**

The Board

**RECOMMENDED** that the following proposal from the Division of Health Sciences (20 July 2023) be approved:

**Bioethics**

HSC-1 - To amend the paper rules for BITC papers, *noting that:*

- *Some of the amended papers appear on Schedule C for programmes in other Divisions, and the Divisional Academic Boards of those Divisions should have been consulted, but the Board agreed that the amendments are minor enough that they may continue to progress.*
- *It would have been helpful to highlight the particular differences between the current and proposed paper rules, and it would be helpful to highlight such differences in any similar proposals going forward.*
- *The shift to using an eligibility framework rather than specific prerequisite rules will prevent automatic eligibility checking for students in eVision, and such shifts would generally be discouraged, but the Board agreed that this approach is appropriate for BITC papers given the highly interdisciplinary nature of Bioethics.*
- *Removing paper rules from postgraduate papers will mean relying on students' paper selections being escalated to the department to check student eligibility during the course approval process, and any changes to how task are escalated during the course approval process for postgraduate papers could impact on how eligibility needs to be handled for BITC papers and other papers across the University.*

**Item 11**  
**For noting and approval of items**  
**as outlined in the agenda**

**10. Annual Programme Reports**

The Board discussed the following Annual Programme Reports (APRs) for the 2022 academic year, *noting that feedback will be conveyed separately in manatu addressed to the relevant programme coordinators and Divisions:*

**Division of Commerce**

- Bachelor of Arts and Commerce (BACom)
- Bachelor of Commerce and Science (BComSc)
- Philosophy, Politics and Economics for the BCom and BCom(Hons)

**Division of Sciences**

- Marine Science major subject
- Physical Education, Activity and Health major subject
- Exercise and Sport Science major subject
- Sport Development and Management major

**Division of Humanities**

- Criminology endorsement for the Diploma for Graduates (DipGrad)

**Division of Health Sciences**

- Bachelor of Pharmaceutical Science (BPharmSc)

**Still to be submitted**

The Board noted that the following APRs for the 2022 academic year are still to be submitted in due course:

- Data Science major subject
- Agricultural Innovation major subject
- Global Studies major subject
- Tourism, Languages and Cultures major subject
- Bachelor of Entrepreneurship

**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 6 September 2023 in the Council Chamber, First Floor, Clocktower Building.

**13. Karakia Whakamutunga**

The Convener closed the hui with a karakia.

**Item 11**  
**For noting and approval of items**  
**as outlined in the agenda**

**14. Members of the Board**

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

**Item 12**  
**For noting and approval of items**  
**as outlined in the agenda**



**Board of Graduate Studies**

Committee Secretary: Matt Angel  
E-mail: [academic.committees@otago.ac.nz](mailto:academic.committees@otago.ac.nz)  
Telephone: 03 479 4852

**Minutes of a Meeting of the Board of Graduate Studies**

**3 August 2023**

**Present:** Professor Phil Bremer (Convener), Professor David Baxter, Professor Richard Blaikie, Professor Tim Cooper, Jason Cushen, Professor Zhiyi Huang, Professor Chrys Jaye, Kirsty Lewis, Professor Lisa McNeill, Margaret Morgan, Dr Sarah Stein, Associate Professor Wayne Stephenson, Dr Rob Wass (representing the Higher Education Development Centre), Keegan Wells

**In attendance:** Matt Angel, Carol Forbes, Scott Venning, Dr Julie Weaver, Mark Wilesmith

**Apology:** Professor Tony Harland, Lini Roberts, Professor Gisela Sole

**1. Karakia Timatanga**

The Convener opened the hui with a karakia.

**2. Minutes**

The minutes of a meeting of the Board held on 6 July 2023, previously circulated, were confirmed.

**3. Intimations from Senate**

The Board noted that the Senate, 26 July 2023, received the minutes of a meeting of the Board on 6 July 2023, and approved all recommendations contained therein.

**4. 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)

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](mailto:academic.committees@otago.ac.nz)).

**Item 12**  
**For noting and approval of items**  
**as outlined in the agenda**

**5. Graduate Research Committee**

**GRC Minutes**

The Board received the minutes of a meeting of the Graduate Research Committee on 27 June 2023, *noting that:*

- *ChatGPT and generative artificial intelligence remain an ongoing topic of concern nationally and internationally.*
- *The Graduate Research School is still working with Te Tumu on the final version of the Guidelines for a PhD with Practice Research.*
- *Progress reporting remains a difficult issue, and work on this is ongoing.*
- *The Graduate Research Committee is keeping track of developments in each of the Divisions toward consolidating the number of research methods papers.*
- *Work continues on the policy around conflicts of interest in thesis examination.*
- *The Postgraduate Scholarships Working Group is progressing recommendations to the Senior Leadership Team.*
- *The Manager, Graduate Research School has been undertaking a significant amount of work focused moving admissions applications forward and reducing delays in the admissions process.*

**Graduate Research School Report**

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

- *As with previous reports, enrolments are down from 2022, but with a decrease in deferrals and an increase in completions from this time last year.*
- *There are positive signs, with a large number of pending enrolments compared to 2022, but it is not clear how many of these accepted students will go on to commence study at the University or when, with wait times for visas being one potential factor.*

**6. HEDC Interdivisional Board of Studies**

The Board received the minutes of a meeting of the Higher Education Development Centre (HEDC) Interdivisional Board of Studies on 27 June 2023.

**7. CUAP Report**

The Board received a report on the meeting of the Committee on University Academic Programmes (CUAP) on 13 July 2023 from the Dean, Learning and Teaching, *noting that:*

- *The University did not propose any new programmes in 2023 Round 1, which is not typical.*
- *While the lack of new programmes may be understandable in the current environment, there is a need to monitor this and ensure that the University continues to innovate.*

The Board noted that all of the University's proposals submitted to CUAP for 2023 Round 1 were approved, comprising:

- Amending the name of the Postgraduate Certificate in Women's Health (PGCertWHlth) to the Postgraduate Certificate in Pregnancy and Medical Gynaecology (PGCertPMG)
- Amending the name of the Advertising endorsement for the Diploma for Graduates (DipGrad) to Creative Marketing

## Item 12

### For noting and approval of items as outlined in the agenda

- Amending the minimum entry requirement for various coursework master's degrees to a B GPA, noting that the Master of Wildlife Management (MWLM) was added to the list of programmes affected by this change.
- Amending the requirements of the Bachelor of Dental Surgery with Honours (BDS(Hons))
- Amending the requirements for the Bachelor of Dental Technology (BDentTech) and Bachelor of Dental Technology with Honours (BDentTech(Hons))
- Transferring retained subjects from the Bachelor of Applied Science (BAppSc) and Bachelor of Applied Science with Honours (BAppSc(Hons)) to new qualifications

#### 8. Consolidated Approvals Process

The Board

##### ENDORSED

the development of a consolidated approvals process for department- or programme-wide curriculum revisions, as outlined in a manatu from the Dean, Learning and Teaching, *noting that:*

- *The intention of the process and its templates would be to solicit the same required information for proposed curriculum revisions, but in a more efficient and collated way that should save time for the proposer and for those scrutinising any such proposals.*
- *The Dean, L&T is still working with staff from the Office of Māori Development to determine whether Te Tiriti o Waitangi information needs to be included in each Section B (i.e. new paper proposal) attached to the proposal or just in the overall proposal document.*
- *Once developed by the Dean, L&T, the proposed templates for the process would be submitted to each Divisional Academic Board for consultation and endorsement.*

#### 9. Standardised Professional Programmes Admission Committees Terms of Reference

The Board

##### ENDORSED

standardised Professional Programmes Admission Committees Terms of Reference – particularly in regard to the Master of Nursing Science Admissions Committee – as outlined in a manatu addressed to Senate from the Associate Dean (Academic) for the Division of Health Sciences, *noting that:*

- *This is an important first step toward updates to the selection criteria and eligibility regulations for Health Professional programmes.*
- *The Board of Undergraduate Studies had advised minor corrections to achieve consistency in which Student Experience staff would be expected to attend meetings of admission committees.*

#### 10. Division of Health Sciences

The Board

##### RECOMMENDED

that the following proposals from the Division of Health Sciences (20 July 2023) be approved:

##### **Psychological Medicine**

HSC-1 - To delete PSME 416 Applied Theory of Addiction and Co-existing Disorders

**Item 12**  
**For noting and approval of items**  
**as outlined in the agenda**

**Bioethics**

HSC-2 - To amend the paper rules for BITC papers, *noting that:*

- *Some of the amended papers appear on Schedule C for programmes in other Divisions, and the Divisional Academic Boards of those Divisions should have been consulted, but the Board agreed that the amendments are minor enough that they may continue to progress.*
- *It would have been helpful to highlight the particular differences between the current and proposed paper rules, and it would be helpful to highlight such differences in any similar proposals going forward.*
- *The shift to using an eligibility framework rather than specific prerequisite rules will prevent automatic eligibility checking for students in eVision, and such shifts would generally be discouraged, but the Board agreed that this approach is appropriate for BITC papers given the highly interdisciplinary nature of Bioethics.*
- *Removing paper rules from postgraduate papers will mean relying on students' paper selections being escalated to the department to check student eligibility during the course approval process, and any changes to how task are escalated during the course approval process for postgraduate papers could impact on how eligibility needs to be handled for BITC papers and other papers across the University.*

**11. Division of Commerce**

The Board

**RECOMMENDED** that the following proposal from the Division of Commerce (19 July 2023) be approved:

**Management**

COM-1 - To amend the teaching period of MANT 455

**12. Annual Programme Reports**

The Board discussed the following Annual Programme Reports (APRs) for the 2022 academic year, *noting that feedback will be conveyed separately in manatu addressed to the relevant programme coordinators and Divisions:*

**Division of Commerce**

- Master of Accounting and Finance (MAccFin)
- Postgraduate Certificate in Digital Health (PGCertDigHeal) and Postgraduate Diploma in Digital Health (PGDipDigHeal)

**Division of Humanities**

- Master of Archaeological Practice (MArchP)

**Division of Sciences**

- Marine Science subject for BSc(Hons)
- Artificial Intelligence subject for MAppSc, PGDipAppSc, and PGCertAppSc



**Item 12**  
**For noting and approval of items**  
**as outlined in the agenda**

**Higher Education Development Centre**

- Educational Technology endorsement for PGCertHighE and PGDipHighE

**Still to be submitted**

The Board noted that the following APRs for the 2022 academic year are still to be submitted in due course:

- Master of Arts (Coursework)
- Master of Advanced Nursing Practice

**13. Convener's Business**

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

**14. Date of Next Meeting**

The Board noted that it will next meet at 2:00 pm on Thursday 7 September 2023 in the Council Chamber, First Floor, Clocktower Building.

**15. Karakia Whakamutunga**

The Convener closed the hui with a karakia.

**16. 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  
Keegan Wells