



## Senate

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### MINUTES OF A MEETING OF THE SENATE

29 November 2023

**Present:** Professor R J Blaikie (Acting Convener), Professor R W Aitken, Associate Professor V R Anderson, Professor I G Barber, Professor R J Barker, Professor J M Baxter, Associate Professor M A Beres, Dr F Beyer, Professor P B Blakie, Associate Professor A M Carr, S D Carrington, Professor C J Charles, Dr D S Clark, Professor T S Conner, Professor T D Cooper, Professor B K Daniel, Associate Professor M Dawson, Associate Professor G C Dick, Professor W J Duncan, Professor F J Edgar, Associate Professor A D Eketone, Professor N J Gemmell, J Gibson, Associate Professor A R Gorman, Professor S E Griffiths, Professor J B Halberstadt, Associate Professor E A Hargreaves, Associate Professor A J High, Professor N J Hughes, Professor C L Hulbe, Q D Jane, Associate Professor J R Kirman, Professor S M Knowles, Associate Professor P M Lokman, Professor K M Lyons, Associate Professor L J Machado, Professor J B Maclaurin, Associate Professor C J Marshall, Professor B J McCane, Professor M J Miroso, Associate Professor C M Moy, Dr P M O’Kane, Professor R J A P Peeters, Associate Professor M A C Perry, Professor S G Pitama, Professor P C Priest, Professor J N J Reynolds, Dr R M Schaaf, Dr D Schumayer, Associate Professor D Sika-Paotonu, Dr S J Stein, Professor L J Surgenor, Professor W Sweetman, A Taia, Professor R W Taylor, Professor M Thompson-Fawcett, D J Thomson, Professor M A Thyne, Associate Professor S J Wakes, Associate Professor S C Walton, K L Wells, Professor T J Wilkinson

**In attendance:** M T Angel, S D L Lindsay, Dr J W Llewellyn, M A Morgan, Dr M R V R Stewart, Dr J E Weaver, R K A White

**Apologies:** Acting Vice-Chancellor (Convener), Associate Professor A Alm, Professor A J Ballantyne, Professor G D Baxter, Professor J M Bering, Associate Professor S A Biggemann, Professor P J Bremer, M E H Butts, Professor H R Campbell, Professor P R Cooper, J R Cushen, Dr E Fehoko, Associate Professor C Fraser, Associate Professor R W Greatbanks, Professor L A Hale, J K J Hamilton, Professor S J Jackson, Professor C L Jasoni, Associate Professor C M L Johnson, Dr V Kahui, Professor R A Kemp, Professor M A Kennedy, Associate Professor D N Kenwright, Professor M D Lamare, Dr S W Lau, E Lemalu-Eteuati, Dr G H Leonard, Professor W M M Levack, Professor B A Lovelock, Associate Professor N T Lucas, Professor C A Marra, Professor S C Marshall, Dr R S Martin, Professor E A Matisoo-Smith, Professor S P A McCormick, Associate Professor A B Moore, Professor E L Nel, Professor D A Orlovich, Professor J F M Palmer, Associate Professor T G Patterson, Dr T L Perry, Professor N F Pierse, Professor R Richards, Professor A D Ritchie, Associate Professor K J Robertson, Associate Professor K R Ruckstuhl, Associate Professor D R Ruwhiu, Professor B Schonthal, Professor L N Signal, Professor G Sole, E F Taukolo, Professor P P Vakaoti, Associate Professor S W Walker, M Wall, S W Willis, Professor E H Wyeth, Professor J Zhang

## 1. Karakia Timatanga

The Acting Convener opened the hui with a karakia.

## 2. Minutes

The minutes of the Senate hui on 25 October 2023 were confirmed.

## 3. Intimations from Council

The Senate noted that the Council, 14 November 2023, received Communications from the Senate dated 25 October 2023 and approved the following:

Academic Proposals

The following academic proposal, to be submitted to the Committee on University Academic Programmes:

- To rename the Postgraduate Diploma in Rural and Provincial Hospital Practice (PGDipRPHP) and Postgraduate Certificate in Rural and Provincial Hospital Practice (PGCertRPHP) as the Postgraduate Diploma in Rural Clinical Practice (PGDipRCP) and Postgraduate Certificate in Rural Clinical Practice (PGCertRCP).

Scholarships and Prizes

CPI adjustments to the doctoral stipend and research master's stipend and adjustments to the number of scholarships awarded under each category, and

The following new scholarship:

New scholarship

- John Edwards Scholarship

## 4. Equity and Diversity

The Senate

### ENDORSED

updates to the University's Equity and Diversity Strategic Framework, including the incorporation of an Equity and Diversity Action Plan, as outlined in a manatu from the Equity Advisory Committee dated 15 November 2023, *noting that:*

- *The Framework and Action Plan aim for progress over time and are developmental by nature, with questioning and reflection incorporated into progress.*
- *It is important for the Equity Advisory Committee (EAC) to remain involved in the operation of the Action Plan – including the role of EAC in keeping the Framework and Action Plan visible to senior leadership – but responsibility for enacting the Action Plan must also be shared across the University.*
- *Enacting the Action Plan will require both quantitative information – including standardised reporting mechanisms – and qualitative information – including the data obtained from the Staff Values survey.*
- *Senate observed that LGBTTIQA+ students and staff are recognised as an equity group in the Framework but that the staff web kiosk does not hold demographic*

*data for this area, and noted advice from the University's Adviser, Equity, Diversity and Inclusion that work has been taking place to improve data from Rainbow communities.*

- *The Senate queried how demographic data might fit into staff resourcing, and acknowledged the importance of students being able to see themselves reflected in University staff and the importance of being able to identify who currently comprises the University in considering the community that the University aspires to be.*
- *The Senate queried whether minor adjustments to the definition of intersectionality in the Framework might be beneficial and endorsed the possible inclusion of such adjustments, at the discretion of the Convener of EAC in consultation with the Associate Dean (Academic) for the Division of Humanities.*
- *The Senate suggested that the monitoring and accountability measures outlined in the Action Plan should be incorporated into academic promotion and progression criteria and into other Human Resource practices.*
- *The Senate queried whether the list of equity groups is exhaustive and inclusive enough, and acknowledged that the recognised groups had been included according to the principle of identifying and reducing barriers in response to data.*
- *The Senate queried whether there should be mechanisms to monitor and promote equity and diversity in quality reviews conducted by the Quality Advancement Unit (QAU), and noted that QAU has equity and diversity tools in place and that the recent review of QAU has recommended that these be utilised in all quality reviews.*

## **5. Generative-Artificial Intelligence in Learning and Teaching**

The Senate discussed and provided feedback on a draft of the Use of Generative-Artificial Intelligence in Learning and Teaching Policy, as outlined in a manatu from the Dean of Learning and Teaching (Dean (L&T)) dated 20 November 2023, *noting that:*

- *The draft Policy aligns with similar policies at universities across Aotearoa, Australia, and the United Kingdom.*
- *The Policy is intended to be at a high level focusing on principles rather than details given the pace at which Generative-Artificial Intelligences (Gen-AIs) are evolving.*
- *The Senate suggested that the policy should refer to the plural 'Artificial Intelligences' as there are a variety of different applications and systems with differing limitations.*
- *Senate queried whether a default setting was needed to define for students what constitutes unauthorised use of Gen-AIs if the particular expectations for a paper or assessment are not clearly specified.*
- *The Senate suggested that the Policy's definition of Artificial Intelligences could be more firm and advised the Dean (L&T) to consult with Professor Maclaurin regarding revisions to the definition.*
- *The Senate suggested that the Policy should additionally consider the capacities of AIs and not just their limitations.*
- *The Senate suggested softening expectations around staff knowledge of the capabilities of Gen-AIs and suggested that an awareness of these capabilities might be sufficient.*
- *The Senate expressed concern that the policy may put too much burden on students to have awareness and understanding of Gen-AIs and suggested that some of this burden should be shifted to staff, who would have a responsibility to educate students regarding Gen-AIs and their limitations and biases.*
- *The Senate advised that it is not feasible for staff to understand the privacy and data collection practices of Gen-AI tools as many of these will be closed-source applications, and suggested*

*that it might be necessary to accept that these tools must be used without full understanding of these practices while still encouraging and expecting staff to make their best efforts at developing awareness of these issues.*

- *Senate suggested that the term ‘Generative-Artificial Intelligences’ might be too limiting in scope and that this could be broadened to include future changes in the field, with the Dean (L&T) to consult with the Head of the School of Computing on this point.*
- *The Senate queried the extent to which general guidance on academic integrity might need to reference Gen-AIs specifically and whether general guidance on good practice might be sufficient.*
- *The Senate suggested that consideration is needed around setting a level of consistency where practical in expectations around the use of Gen-AIs between papers that would tend to be taken in the same programme to reduce confusion for students around expectations.*
- *The Senate suggested that the term ‘understand’ could be replaced with the term ‘engage with’ in some areas of the policy.*
- *The Senate suggested that care is needed to ensure that the level of support provided for staff around the use of Gen-AIs is matched by a comparable level of support students.*

## 6. Health Professional Programmes Selection Criteria

The Senate

**APPROVED** selection criteria for the admission of eligible students to limited-entry health professional programmes, which are to be applied by the respective admissions committees of those programmes, as outlined in a manatu dated 10 November 2023 from the Associate Dean (Academic) and Specialist (Academic Committees and Services) for the Division of Health Sciences and as endorsed by the Board of Undergraduate Studies at its hui on 1 November 2023.

## 7. Late 2024 Limitation of Enrolment Requests

The Senate

**RECOMMENDED** [REDACTED]

**NOTED** [REDACTED]

**RECOMMENDED** [REDACTED]

## 8. 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)):

- 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

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

- 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

#### Upcoming reviews in 2024 (dates are provisional)

- Department of Mathematics and Statistics, March 2024
- University College, April 2024
- Department of Women's and Children's Health, DSM, May 2024
- Communications Section, External Engagement, June 2024
- Locals Collegiate Community / Te Kahui Noho-whare, July 2024
- Department of Preventive and Social Medicine, DSM, July 2024
- School of Pharmacy, September 2024
- Hayward College, September 2024
- University of Otago Pathway, October 2024
- Executive Education / Master of Business Administration Programme, November 2024
- Doctor of Business Administration Programme, November 2024
- Bioethics Centre, dates to be confirmed
- Department of Pathology and Biomedical Science, UOC, dates to be confirmed
- Department of Pathology and Molecular Medicine, UOW, dates to be confirmed
- Department of Zoology, dates to be confirmed
- Marketing Services, External Engagement, dates to be confirmed
- Department of Obstetrics, Gynaecology and Women's Health, UOW, dates to be confirmed
- Department of Paediatrics, UOC, dates to be confirmed
- Department of Paediatrics and Child Health, UOW, dates to be confirmed
- Faculty of Law, 2024 review to be confirmed

## 9. Scholarships and Prizes Committee

The Senate

**RECOMMENDED** that the following new scholarships, new prizes, new award, and disestablished prize be approved, as outlined in manatu from the Scholarships and Prizes Committee dated 10 November and 20 November 2023:

New scholarships

- John M Stewart Scholarship
- The University of Otago Anne Doolin (nee Scanlan) Bachelor of Oral Health Entrance Scholarship

New prizes

- Carmichael Prize in Engineering Surveying
- Fulton Hogan Prize
- Paterson Pitts Group Award for Advanced Urban Design
- Prize for Excellence in 300-level History

New award

- Lee Boon Kow & Lim Ser Aid Award

Disestablished prize

- Critchlow Prize in Surveying

**NOTED** that the following amended prize has been approved by the Scholarship and Prizes Committee, also outlined in the manatu dated 20 November 2023:

Amended Prize

- Graham Crombie Hiranga (Excellence) Award in Accounting (300 Level)

## 10. Research Committee

The Senate received the minutes of a meeting of the Research Committee on 8 November 2023.

## 11. Board of Undergraduate Studies

The Senate received the minutes of a meeting of the Board of Undergraduate Studies on 1 November 2023, and

**APPROVED** amendments to the regulations for Health Sciences professional programmes.

**NOTED** that the following amended papers and programmes were approved under the expedited approval process:

Amended papers

- HUNT 342
- BITC 301

Amended programmes

- Exercise and Sport Science major subject
- Physics minor subject

**NOTED** that the following special topic has been approved:

Special topic

- BTNY 370 Special Topic: Plant Identification for Agriculture

**NOTED** that all of the University's proposals submitted to CUAP 2023 Round 2 have been approved, comprising the following:

- To introduce a new qualification, the Diploma in Science (DipSc)
- To rename the Consumer Food Science subject to Food and Agriculture for MAppSc, PGDipAppSc, and PGCertAppSc

**NOTED** that CUAP has accepted all of the University's Graduating Year Review (GYR) reports submitted in 2023, comprising GYRs for the following programmes:

- Diploma in Theology (DipTheol)
- Bachelor of Health Sciences (BHealSc)
- Doctor of Business Administration (DBA), Postgraduate Diploma in Business Research Methods (PGDipBusRes), Postgraduate Certificate in Business Research Methods (PGCertBusRes)
- Sport, Exercise and Health subject for BSc(Hons), PGDipSci, and MSc
- Master of Sport Development and Management (MSpDM) and Postgraduate Diploma in Sport Development and Management (PGDipSpDM)
- Master of International Development and Planning (MIDP)
- Master of Education and Learning (MEdLn), Postgraduate Diploma in Education and Learning (PGDipEdLn), Postgraduate Certificate in Education and Learning (PGCertEdLn)
- Master of Faith-Based Leadership and Management (FBLM), Postgraduate Diploma in Faith-Based Leadership and Management (PGDipFBLM)
- Early Childhood Education (ECE) endorsement for MTchgLn

**NOTED** that the Board received confirmation that:

- The Teaching and Learning Plan, 2013-2020 remains in effect.
- The Dean of Learning and Teaching – in collaboration with the Deputy Vice-Chancellor (Academic) – will lead the development of a new Teaching and Learning Plan next year, including a revised Graduate Profile, which will entail a broad and inclusive kōrero carried on across the whole University.

**NOTED** that the Board reviewed the effectiveness of the expedited academic approval process and agreed that the University should continue to use the expedited process in its current form.

## **12. Board of Graduate Studies**

The Senate received the minutes of a meeting of the Board of Graduate Studies on 5 October 2023, noting that the Senate has already provided endorsement, approval, etc. as appropriate for the items contained therein, and

Received the minutes of a meeting of the Board of Graduate Studies on 2 November 2023, and

**APPROVED**

the following amended programmes:

Amended programmes

- Master of Community Dentistry (MComDent)
- Postgraduate Diploma in Community Dentistry (PGDipComDent)
- Postgraduate Diploma in Neuropsychology (PGDipNeuropsych)

**NOTED**

that the following amended and deleted papers and amended programme were approved under the expedited approval process:

Amended papers

- BMBA 502
- BMBA 503
- BMBA 505
- BMBA 506
- SPEX 481
- ENGL 473
- ENGL 476
- PUBH 723
- PHTY 561

Deleted paper

- BMBA 504

Amended programme

- Master of Business Administration (MBA)

**NOTED**

that an Annual Programme Report has been received for the following recently introduced programme:

- Master of Advanced Nursing Practice

**NOTED**

that all of the University's proposals submitted to CUAP 2023 Round 2 have been approved, and that CUAP has accepted all of the University's Graduating Year Review (GYR) reports submitted in 2023.

**NOTED**

that the Board received confirmation regarding the status of the current Teaching and Learning Plan and intended work for a new Plan, as detailed above for the Board of Undergraduate Studies.

**NOTED**

that the Board reviewed the effectiveness of the expedited academic approval process and agreed that the University should continue to use the expedited process in its current form.

**NOTED**

that the Board received confirmation that external moderation of postgraduate papers is not required for 2023 and that the Dean of Learning and Teaching will work with the Senior Strategy and Policy Adviser (Academic Division) to finalise proposed new practices for moderation – both internal and occasional external moderation – as early as possible in 2024.



### **13. Convener's Business**

The Acting Convener invited the Director of the Strategy, Analytics and Reporting Office and the Registrar and Secretary to the Council to provide their impressions on what the change in Government – including ministerial appointments, coalition agreements between the parties in Government, and stated policy positions – might mean for the University and the tertiary sector. The Acting Convener advised that the Senior Leadership Team will continue to engage with Government Ministers as appropriate and acknowledged the work of University academic staff acting in the role of critic and conscience of society in responding to developments resulting from the change in Government. Furthermore, the Acting Convener confirmed that the University's commitment to the Vision 2040 strategic direction remains unchanged.

### **14. 2024 Meeting Dates**

The Senate noted that this is the final Senate hui in 2023, and noted that the Senate will meet at 12:15 pm in the Council Chamber, with attendance via Zoom also welcomed, on the following dates in 2024:

- 28 February
- 27 March
- 24 April
- 29 May
- 26 June
- 31 July
- 28 August
- 25 September
- 30 October
- 27 November

### **15. Karakia Whakamutunga**

The Acting Convener closed the hui with a karakia.