



AGENDA PAPERS

NOTICE OF COUNCIL MEETING

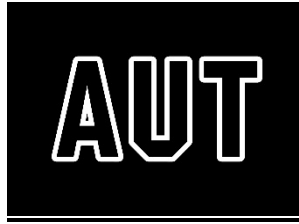
**Notice is Hereby Given that a Meeting of the Council of Auckland
University of Technology will be held:**

**AT: AUT City, Council Room, WA710, 55 Wellesley Street East
or MS Teams**

On: Monday, 27 September 2021

FROM: 3.30 – 6.00 PM

**Dr Andrea Vujnovich
COUNCIL SECRETARY**



AUCKLAND UNIVERSITY OF TECHNOLOGY COUNCIL

Chancellor

Rob Campbell

Appointed by Council

Pro-Chancellor

Sussan Turner

Appointed by the Minister for Tertiary Education

Members

Dr Pat Alley

Appointed by Council

Renata Blair

Appointed by Council

Corrie Cook

Elected by the Professional Staff of the Auckland University of Technology

Sisifa Liu

Appointed by the Auckland University of Technology Student Association

Derek McCormack

Vice-Chancellor of the Auckland University of Technology

Professor Edwina Pio

Elected by the Academic Staff of the Auckland University of Technology

James Schofield

Appointed by Council

Janine Smith

Appointed by the Minister for Tertiary Education

Peter Treacy

Appointed by the Minister for Tertiary Education

Sina Wendt

Appointed by the Minister for Tertiary Education

In Attendance

Leo Foliaki

Partner, PwC

PART A
OPEN AGENDA



Council Agenda Part A (Open Agenda)

Monday 27 September 2021 at 3.30 pm to be held at AUT City, Council Room or MS Teams

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| Karakia | | |
| Mihi – Chancellor | | |
| 1. WELCOME, APOLOGIES AND APPROVAL OF AGENDA | The Chancellor moves that apologies, be noted and that Council approve the assignment of agenda items to Part A and Part B of the Council agenda. | |
| 2. DECLARATION/RECORDING OF ANY INTERESTS | The attention of Members is drawn to the Conflicts of Interest Policy and the need to disclose any interest in an item on the Agenda of the meeting as set out in Schedule 11, Clause 8 of the Education and Training Act 2020. | The Chancellor moves that the declarations, if any be noted and the action taken be endorsed . |
| 3. CONSTITUTIONAL MATTER, CONFERMENT OF DEGREES AND POLICY | 3.0 Appointment to Council | The Chancellor moves that the following be approved : <ul style="list-style-type: none"> • See item 3.0 |
| | 3.1 Granting of Qualifications Winter 2021 | The Chancellor moves that in accordance with the General Academic Statute, qualifications be granted to the graduands on the attached schedule in the 2021 winter graduation ceremonies on 29 & 30 July 2021. |
| | 3.2 Revocation of Qualifications Winter 2021 | The Chancellor moves that in accordance with the general academic statute, qualifications be revoked for the students on the attached schedule ahead of the 2021 winter graduation ceremonies on 29 & 30 July 2021. |
| 4. COUNCIL MEETINGS | 4.1 Council Draft Minutes (Part A), 30 August 2021 | The Chancellor moves that the Minutes (Part A), 30 August 2021 be taken as read and confirmed . |
| | 4.2 Matters arising from the Minutes (Part A), 30 August 2021 not elsewhere on the Agenda | |

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| 5. VICE-CHANCELLOR'S REPORT | 5. Vice-Chancellor's Report | The Chancellor moves that the Vice-Chancellor's Report be received. |
| 6. CHANCELLOR'S REPORT | 6. Chancellor's Report | The Chancellor moves that the Chancellor's Report be received. |
| 7. REPORTS FROM BOARDS, COMMITTEES AND WORKING GROUPS TO COUNCIL | 7.1 Chancellor's Committee on Māori and Pacific Matters – No Report | |
| | 7.2 Report and Minutes from the Academic Board, 26 July 2021 and 30 August 2021. | The Chancellor moves that Report and Minutes from the Academic Board, 26 July 2021 and 30 August 2021 be received. |
| | 7.3 Council Working Group – No Report | |
| 8. CORRESPONDENCE REFERRED BY THE CHANCELLOR | 8.1 Email from Dr Judy McGregor dated 29th July 2021 | The Chancellor moves that the Email from Dr Judy McGregor dated 29th July 2021 be received. |
| 9. OTHER MATTERS FOR DECISION OR NOTING | 9.1 Update from AUTSA | The Chancellor moves that the Update from AUTSA be received. |
| | 9.2 2022 Council Meetings Schedule | The Chancellor moves that the 2022 Council Meetings Schedule be received and approved. |
| 10. ITEMS MOVED FROM PART B OF THE AGENDA TO PART A AND GENERAL BUSINESS | | |

PUBLIC EXCLUSIONS

The Chancellor moved that the public be now excluded from Part B of this meeting, and that the following matters be discussed without public disclosure.

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act or section 6 or section 7 or section 9 of the Official Information Act, as the case may require, which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

1. To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the University.
2. To enable the University to carry out, without prejudice or disadvantage, commercial activities or negotiations.
3. To protect the privacy of persons referred to in the recommendations and to maintain the confidentiality of those recommendations.
4. To enable free and frank discussions.
5. To prevent the disclosure or use of Official Information for improper gain or advantage.

AND THAT A Vujnovich, K McPherson, L Williams, S Shergill, A Burrows, W Lawson, B Bundy (for item 12) and D Pinchen (for item 12) be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the matters to be discussed in the proceedings while the public are excluded. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to these matters because they relate to aspects of the administration of AUT for which those persons are responsible.

| General subject of each matter to be considered | Reason for passing this resolution in relation to each matter. The public conduct of each item below would be likely to result in the disclosure of information for which good reason for withholding would exist under the sections of the OIA identified below. | Ground(s) under section 48(1) for the passing of this resolution |
|--|---|--|
| 11. Council Minutes Part B of the meeting held on 30 August 2021 | s 9(2)(b)(ii) and s 9(2)(i) | LGOIMA s48(1)(a)(ii) |
| 12. Health, Safety & Wellbeing reports | s 9(2)(a) and s 9(2)(b)(ii) | LGOIMA s48(1)(a)(ii) |
| 15. Report from Council Finance and Audit Committee | s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k) | LGOIMA, s48(1)(a)(ii) |
| 16. Report from AUT Ethics Committee | s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k) | LGOIMA, s48(1)(a)(ii) |
| 18. Vice Chancellor Update on Current Matters | s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k) | LGOIMA, s48(1)(a)(ii) |
| 19. Chancellor Update on Current Matters | s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k) | LGOIMA, s48(1)(a)(ii) |
| 20. Items moved from Part A of the Agenda to Part B | s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k) | LGOIMA, s48(1)(a)(ii) |
| 21. Other Business | s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k) | LGOIMA, s48(1)(a)(ii) |
| 21.1 Computer Leasing | s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k) | LGOIMA, s48(1)(a)(ii) |

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| Part A Open Agenda | 3.0 |
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COUNCIL AGENDA PAPER

Subject: **APPOINTMENT TO COUNCIL**

RECOMMENDATION:

THAT COUNCIL:

- 1. NOTE THAT THE TERM OF JAMES SCHOFIELD ON COUNCIL HAS COME TO AN END;*
 - 2. ACKNOWLEDGE THE SIGNIFICANT CONTRIBUTION MADE BY JAMES DURING HIS FOURTEEN YEARS AS A MEMBER OF COUNCIL AND AS CHAIR OF FINANCE AND AUDIT COMMITTEE;*
 - 3. APPROVE THE CONTINUATION OF JAMES SCHOFIELD AS A MEMBER OF THE VICE CHANCELLOR'S EMPLOYMENT AGREEMENT COMMITTEE FOR THE RECRUITMENT OF THE VICE CHANCELLOR;*
 - 4. IN ACCORDANCE WITH PARAGRAPH 2(F) OF THE CONSTITUTION AND PARAGRAPH 4(F) OF COUNCIL MEMBERS APPOINTMENT STATUTE COUNCIL APPOINT LEOPINO FOLIAKI TO COUNCIL FOR A PERIOD OF FOUR YEARS FROM 27 SEPTEMBER 2021 TO 26 SEPTEMBER 2025; AND*
 - 5. APPOINT LEOPINO FOLIAKI TO COUNCIL FINANCE AND AUDIT COMMITTEE.*
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Background

The Chancellor has convened a committee to make recommendations to Council on appointments. The Committee comprised of the Chancellor and Pro Chancellor recommends that Council appoint Leopino (Leo) Foliaki to Council at its meeting on 27 September 2021. The constitution is **copied** below for reference.

Leo Foliaki (Leo) is a Senior Partner at PwC and has worked internationally on an extensive range of audit and transaction services, such as financial due diligence, acquisition accounting, review of projections, assessment and validation of merger synergies and public offerings.

Since becoming Partner in 1999, Leo has been involved with the firm's largest and complex client assignments in a range of industries – airlines, building products, consumer products, dairy, retail, telecommunications and others in the realm of industrial manufacturing.

Leo's résumé includes roles as lead engagement partner for Sky TV, Fonterra, SkyCity and The Warehouse Group. He thrives on providing fresh perspectives and expert insights as part of the assurance services he provides to audit committees and senior management teams across New Zealand and Australia.

Outside of PwC Leo is also involved in a number of community initiatives, he is the Co-Chair of TupuToa, a non-profit organisation that created an innovative internship programme focussed on growing corporate pathways for Māori and Pasifika students. Leo is also a board member of The Cause Collective Trust, a Pasifika led, not for profit organisation focused on creating social change and he is also a Board member of New Zealand Opera.

And when he's not working, you might find Leo enjoying some family time, watching sports or working on community projects.

Council Constitution

- 2 *The Council of the Auckland University of Technology shall be constituted as follows:*
 - (a) *Four members appointed by the Minister by written notice to the Council;*
 - (b) *The Vice Chancellor of the Auckland University of Technology;*
 - (c) *One permanent member of the general staff of the Auckland University of Technology elected by the permanent members of that staff;*
 - (d) *One permanent member of the academic staff of the Auckland University of Technology elected by the permanent members of that staff;*
 - (e) *One member who is a student of the Auckland University of Technology appointed by the association of students recognised by the Council of the Auckland University of Technology; and*
 - (f) *Four members appointed by the Auckland University of Technology Council by resolution, in accordance with its statutes.*

- 3 *Pursuant to Section 171B of the Education Act 1989, Council shall consider the following matters when making appointments:*
 - (a) *the ethnic and socio-economic diversity of the communities served by the Auckland University of Technology;*
 - (b) *the fact that approximately half the population of New Zealand is male and half the population is female; and*
 - (c) *that at least one member of the Council is Māori.*

Council Members Appointment Statute

10. *The Council shall appoint a Returning Officer whose function will be to:*
 - a) *Call for nominations from the University general staff and, if more than one nomination is received, to conduct a ballot to elect the successful member, and*
 - b) *Call for nominations from the University academic staff and, if more than one nomination is received, to conduct a ballot to elect the successful member.*



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| Part A OPEN AGENDA ITEM | 3.1 |
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Council Agenda Paper

Subject: **GRANTING OF QUALIFICATIONS WINTER 2021**

Date: 27 July 2021

RECOMMENDATION:

THAT IN ACCORDANCE WITH THE GENERAL ACADEMIC STATUTE, QUALIFICATIONS BE GRANTED TO THE GRADUANDS ON THE ATTACHED SCHEDULE IN THE 2021 WINTER GRADUATION CEREMONIES 29 & 30 JULY 2021.

The schedule is in supplementary papers.

Request to Grant Qualifications

To Rob Campbell

From Richard Stewart

Subject **Granting of Qualifications - Winter 2021**

Date 27 July 2021

In accordance with AUT's General Academic Regulations, Part 8, Section 2, 2.1 – 2.4, the graduands listed in the attached file, having completed the requirements and applied to receive their degree/diploma/certificate, require their conferment/award pursuant to a resolution of Council.

Therefore I request:

THAT IN ACCORDANCE WITH THE GENERAL ACADEMIC STATUTE, QUALIFICATIONS BE GRANTED TO THE GRADUANDS ON THE ATTACHED SCHEDULE IN THE 2021 WINTER GRADUATION CEREMONIES 29 & 30 JULY 2021.



Richard Stewart
Director Student Administration

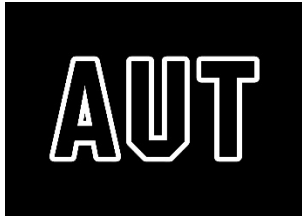
Approval

Approved by Chancellor:



Rob Campbell

Date: 28 July 2021



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| Part A OPEN AGENDA ITEM | 3.2 |
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Council Agenda Paper

Subject: **REVOCATION OF QUALIFICATIONS WINTER 2021**

Date: 27 July 2021

RECOMMENDATION:

THAT IN ACCORDANCE WITH THE GENERAL ACADEMIC STATUTE, QUALIFICATIONS BE REVOKED FOR THE STUDENTS ON THE ATTACHED SCHEDULE AHEAD OF THE 2021 WINTER GRADUATION CEREMONIES 29 & 30 JULY 2021.

Request to Revoke Qualifications

To Rob Campbell

From Richard Stewart

Subject **Revocation of Qualifications - Winter 2021**

Date 27 July 2021

In accordance with AUT's General Academic Regulations, Part 4, Section 2, 2.10, the students in the attached schedule are surrendering the qualification listed in order to gain a higher level of qualification.

Therefore I request:

THAT IN ACCORDANCE WITH THE GENERAL ACADEMIC STATUTE, QUALIFICATIONS BE REVOKED FOR THE STUDENTS ON THE ATTACHED SCHEDULE AHEAD OF THE 2021 WINTER GRADUATION CEREMONIES 29 & 30 JULY 2021.



Richard Stewart
Director Student Administration

Approval

Approved by Chancellor:



Rob Campbell

Date: 28 July 2021

Schedule of Surrenders

| Student ID | First Name | Last Name | Qualification Surrendered |
|------------|-----------------------|----------------|---|
| 17959613 | Yash Nilesh | Chopra | Postgraduate Diploma in Global Business |
| 17986033 | Raneeta | Raksha | Postgraduate Diploma in Marketing |
| 471636 | Faith | Musiyamhanje | Postgraduate Diploma in Health Science |
| 19077212 | Kai Feng | Huang | Graduate Certificate in Arts |
| 17958829 | Cong | Xiang | Postgraduate Diploma in Marketing |
| 16923533 | Xue | Tian | Postgraduate Diploma in Professional Accounting |
| 16934124 | Qianyun | Cao | Postgraduate Diploma in Engineering |
| 19071084 | Chongyuan | Lang | Postgraduate Diploma in Business Management |
| 20092618 | Dongchen | Duan | Postgraduate Diploma in Computer & Information Sciences |
| 20094006 | Akhtar | Ghani | Postgraduate Certificate in Communication |
| 19058110 | Anurag | Gupta | Postgraduate Diploma in Computer & Information Sciences |
| 16935731 | Weiqi | Cao | Postgraduate Diploma in Computer & Information Sciences |
| 14870036 | Qiushi | Ye | Postgraduate Diploma in Computer & Information Sciences |
| 19083979 | Deyuan | Tang | Postgraduate Diploma in Computer & Information Sciences |
| 120447 | Rosaline Anne | McKinnon | Postgraduate Diploma in Health Science |
| 15921159 | Sharon Leigh | Amundsen | Postgraduate Diploma in Health Science |
| 1315613 | Kaitlin Alyssa | Mccord | Postgraduate Certificate in Health Science |
| 19065576 | April Martina | O'Leary-Burrow | Postgraduate Certificate in Advanced Nursing |
| 14883291 | Vanessa Monserrat | Aliaga Venegas | Postgraduate Certificate in Advanced Nursing |
| 1089650 | Damian Michael | Taylor | Postgraduate Diploma in Health Science |
| 17971059 | Holly Anna-Lisa | McGoram | Postgraduate Certificate in Advanced Nursing |
| 13157 | Laura Jane | Young | Postgraduate Diploma in Health Science |
| 16936730 | Mollie | Burke | Postgraduate Certificate in Health Science |
| 430367 | Jeffrey | Mabbett | Postgraduate Certificate in Health Science |
| 14870258 | Jyoti | Singh | Postgraduate Certificate in Health Science |
| 1386955 | Maddison | Pole | Postgraduate Diploma in Health Science |
| 790149 | Richard Allen | Swears | Postgraduate Diploma in Health Science |
| 1311817 | Jinsu | Shinoy | Postgraduate Diploma in Health Science |
| 1261238 | Catherine | Pollard | Postgraduate Diploma in Health Science |
| 1324223 | Stephanie Grace | Taynton | Postgraduate Certificate in Health Science |
| 13834264 | Kenya Ellen Anne | Kinley | Postgraduate Certificate in Advanced Nursing Practice |
| 1315032 | Hannah Lechelle | Reid | Postgraduate Certificate in Advanced Nursing Practice |
| 1314893 | Courtney May | Moulin | Postgraduate Certificate in Advanced Nursing Practice |
| 16927750 | Baylee Peggy | Tebby | Postgraduate Certificate in Health Science |
| 14877835 | Stevie Dawn Elizabeth | Watson | Postgraduate Certificate in Health Science |
| 1251154 | Shayanika | Saththeeswaran | Postgraduate Certificate in Advanced Nursing Practice |
| 14837167 | Peiyan | Kang | Postgraduate Diploma in Computer & Information Sciences |

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|----------|--------------------------------|----------|---|
| 14857846 | Krizyl Arne Bernadette Refugio | Ceas | Postgraduate Certificate in Advanced Nursing Practice |
| 18023355 | Olivia Mahala | Casey | Postgraduate Certificate in Advanced Nursing Practice |
| 16908735 | Jingyi | Zhang | Postgraduate Diploma in Computer & Information Sciences |
| 1129558 | Robert | Vallom | Postgraduate Certificate in Health Science |
| 16956013 | Rakia | Hamidi | Certificate in English for Academic Study |
| 17964157 | Karin Elisabeth | Waechter | Graduate Certificate in Arts |
| 15880807 | Yan | Jiang | Postgraduate Diploma in Health Science |

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| PART A | 4.1 |
| OPEN AGENDA ITEM | |

Council Agenda Paper

Subject: **MINUTES PART A OF THE COUNCIL MEETING HELD ON 30 AUGUST 2021**

Date: 30 August 2021

RECOMMENDATION:

THAT THE MINUTES PART A OF THE COUNCIL MEETING HELD ON 30 AUGUST 2021 BE CONFIRMED AS A TRUE AND CORRECT RECORD.



MINUTES

Special Council Meeting

Meeting held Monday 30 August 2021 at 3.30 pm
MS Teams

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| PRESENT: | R Campbell (Chair); P Alley; D McCormack; E Pio; J Schofield; J Smith; P Treacy; S Turner; S Wendt; C Cook; R Blair and S Lui. |
| SECRETARY: | A Vujnovich, Council Secretary |
| IN ATTENDANCE: | L Williams (Chief Financial Officer), K McPherson (Deputy Vice-Chancellor), S Shergill (Council Co-ordinator), T Fowler (CEO TEC) -for Item 19, J Bestwick (Chair TEC) -for Item 19. |

PART A OPEN AGENDA

Renata Blair said a karakia and the Chancellor paid tribute with a mihi.

1 WELCOME, APOLOGIES AND APPROVAL OF AGENDA ITEMS

NO APOLOGIES WERE RECEIVED.

Resolved

THAT THE ASSIGNMENT OF AGENDA ITEMS TO PART A AND PART B OF THE COUNCIL AGENDA BE APPROVED.

2 DECLARATION/RECORDING OF INTERESTS

The attention of Members was drawn to the Conflicts of Interest Policy and the need to disclose any interest in an item on the Agenda of the meeting as set out in Schedule 11, Clause 8 of the Education and Training Act 2020.

Resolved

THAT THE DECLARATIONS BE NOTED AND THE ACTIONS TAKEN BE ENDORSED.

3 CONFIRMATION OF DEGREES AND POLICY

No Report.

4 COUNCIL MEETINGS AND MINUTES OF PREVIOUS MEETING(S)

4.1 Minutes of the previous meeting

Received

Draft Minutes (Part A), of the Council meeting on 26 July 2021

Resolved

THAT THE MINUTES (PART A) OF THE COUNCIL MEETING ON 26 JULY 2021 BE TAKEN AS READ AND CONFIRMED AS A TRUE AND CORRECT RECORD.

4.2 MATTERS ARISING

No matters were arising from the Minutes (Part A), of the Minutes of 26 July 2021 not elsewhere on the Agenda.

5 VICE CHANCELLOR'S REPORT

Received

Vice Chancellor's Report (Verbal)

Noted in discussion

- The EMT, the Gold team and SLT meet each morning to discuss COVID related matters.
- Actions taken by AUT are compliant with the TEC guidelines for level 4 COVID lockdown.
- There are 15 AUT student cases confirmed by ARPHS as COVID positive. These students and their whanau are being supported with regular communications from Student Services.
- The AUT case number referred to by the Prime Minister in her recent announcement includes these 15 cases as well as the family members of one affected student, therefore, appeared to be greater than the correct number of affected AUT students.
- AUT is working closely with ARPHS on student contact tracing using WiFi data, CCTV and triangulation with timetables and use of the AUT app which has reduced the number of close contacts with affected students.
- There have been very few student concerns with the current online delivery mode of teaching and learning materials. Most of the current concerns are related to practical programmes requiring on-site or practical experience.
- The official calendar for courses affected by a practical component will be extended to 17 December 2021 and Study Link has approved an extension of loans and allowances for that extended period.
- Currently, the University is in the semester break. The 5-day extension to assessment submission can also be applied for.
- Daily updates are provided to students online regarding AUT places of interest and updated teaching and learning information. The student medical centre has remained open as an essential service.
- The Student Hub and library services are all operating online.
- The digital equity programme is operating, and devices and modem packages are being delivered to students that seek them.
- Students are being invited to stay connected, stay well and develop skills over the mid-semester break through a series of live workshops and online events.
- An online semester break programme has been developed for all students including modules in social connection, health and well-being, academic learning enhancement, cultural and artistic development and CV enhancement.
- Approximately 450 students in the University accommodation have returned home and if they are absent for more than 2 weeks, no accommodation fees will be payable for the duration of their absence. No tenancy contracts have been cancelled to date.
- In the student accommodation, 310 students remain. They have regular welfare checks and are provided with food and support. AUT is investigating ways of providing companionship within their bubbles.
- Staff receive daily emails on level 4 COVID arrangements and information is also provided on the staff intranet. There is a general concern with the increased workload combined with family pressures and the general uncertainty. Rotation of responsibilities has been recommended where this is possible in the various teams.
- There have been no COVID cases amongst AUT staff who are asked to report if they are a close contact or are in self-isolation. 150 staff have registered.

- Access to the campus is by appointment and approval only and the Estates team has undertaken deep cleaning and sanitation of each campus.
- Because of the extension of the second semester, graduation has been postponed to 24-25 January 2022.
- AUT Live will be held online on 25 September 2021.
- There will be some reduced revenue relating to decreased hospitality activities and any future refunds on hostel accommodation where students have vacated during the lockdown.
- A proactive, rather than reactive reaction is being taken to sample staff mental wellbeing and staff are being contacted by team leaders regularly.
- The internal controls on social distancing and the use of PPE will be developed as part of the return to campus plan which will include protocols with the different levels of lockdown.
- Cyber security is being managed by ICT and AUT is confident in the security processes including increasing awareness by staff to subvert attempts at hacking.

Resolved

THAT THE VICE CHANCELLOR'S REPORT (VERBAL) BE RECEIVED AND THAT COUNCIL ENDORSE THE CHANGE IN GRADUATION DATE TO 24-25 JANUARY 2022.

6 CHANCELLOR'S REPORT

6.1 Chancellor's Report

Received

Chancellor's Report

Resolved

THAT THE DECISION MADE ON OR AROUND 6 AUGUST 2021 BE RATIFIED THAT FOR THE PURPOSES OF THE RECRUITMENT OF THE VICE-CHANCELLOR THE VICE-CHANCELLOR'S EMPLOYMENT AGREEMENT COMMITTEE ALSO INCLUDE:

- *RENATA BLAIR; AND*
- *KATH MCPHERSON.*

6.2 Te Tiriti o Waitangi

Received

Letter from AUT staff dated 13th August 2021 entitled Te Tiriti o Waitangi

Noted in discussion

- A number of views is being expressed within the University regarding the role of Te Tiriti in Aotearoa and this should be debated by Council in conjunction with the wider University. A hui involving Council and a wider University group could be conducted to discuss Te Tiriti regarding University governance. This will assist and inform the University to prepare for the evolving Māori population and to be fit for purpose. This debate should continue.
- The Council should seek advice from experts on Te Tiriti o Waitangi, how Te Tiriti came to be, the foundations of a bicultural relationship, and how biculturalism could be realised at a governance level. Many views could differ between individuals, and it is important to have a shared view of the Council on Te Tiriti o Waitangi.
- It was suggested that Council should receive reading materials and presentations on Te Tiriti o Waitangi.
- The Chancellor working with the Vice-Chancellor will bring a proposal back to Council.

Resolved

THAT THE PROPOSAL BY THE CHANCELLOR TO CONVENE A HUI ON TE TIRITI O WAITANGI FOR THE COUNCIL AND OTHERS BE RECEIVED AND APPROVED IN PRINCIPLE AND THE CHANCELLOR AND VICE-CHANCELLOR WILL BRING TO COUNCIL A MORE DETAILED PROPOSAL FOR CONSIDERATION

7 PART A – REPORTS FROM BOARD, COMMITTEES AND WORKING GROUPS OF COUNCIL

7.1. Chancellor’s Committee on Māori and Pacific Matters
No Report.

7.2 Academic Board Report and Minutes
No Report.

7.3 Council Working Group Draft Minutes 26 July 2021
Received
Council Working Group Draft Minutes 26 July 2021

Resolved

THAT THE DRAFT COUNCIL WORKING GROUP MINUTES OF THE MEETING HELD ON 26 JULY 2021 BE RECEIVED.

8 CORRESPONDENCE REFERRED BY THE CHANCELLOR

See item 6.2

9 OTHER MATTERS FOR DECISION OR NOTING

9.1 Update from AUTSA
No Report

10 GENERAL BUSINESS AND ITEMS MOVED FROM PART B TO PART A

RESOLUTION TO EXCLUDE THE PUBLIC

THAT THE PUBLIC BE NOW EXCLUDED FROM PART B OF THIS MEETING, AND THAT THE FOLLOWING MATTERS BE DISCUSSED WITHOUT PUBLIC DISCLOSURE.

THIS RESOLUTION IS MADE IN RELIANCE ON SECTION 48(1)(A) OF THE LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987 AND THE PARTICULAR INTEREST OR INTERESTS PROTECTED BY SECTION 6 OR SECTION 7 OF THAT ACT OR SECTION 6 OR SECTION 7 OR SECTION 9 OF THE OFFICIAL INFORMATION ACT, AS THE CASE MAY REQUIRE, WHICH WOULD BE PREJUDICED BY THE HOLDING OF THE WHOLE OR RELEVANT PART OF THE PROCEEDINGS OF THE MEETING IN PUBLIC ARE AS FOLLOWS:

- 1. TO PROTECT INFORMATION WHERE THE MAKING AVAILABLE OF THE INFORMATION WOULD BE LIKELY UNREASONABLY TO PREJUDICE THE COMMERCIAL POSITION OF THE UNIVERSITY.*
- 2. TO ENABLE THE UNIVERSITY TO CARRY OUT, WITHOUT PREJUDICE OR DISADVANTAGE, COMMERCIAL ACTIVITIES OR NEGOTIATIONS.*
- 3. TO PROTECT THE PRIVACY OF PERSONS REFERRED TO IN THE RECOMMENDATIONS AND TO MAINTAIN THE CONFIDENTIALITY OF THOSE RECOMMENDATIONS.*
- 4. TO ENABLE FREE AND FRANK DISCUSSIONS.*
- 5. TO PREVENT THE DISCLOSURE OR USE OF OFFICIAL INFORMATION FOR IMPROPER GAIN OR ADVANTAGE.*

AND THAT A VUJNOVICH, L WILLIAMS, K MCPHERSON, S SHERGILL, T FOWLER (FOR ITEM 19), J BESTWICK (FOR ITEM 19) BE PERMITTED TO REMAIN AT THIS MEETING, AFTER THE PUBLIC HAS BEEN EXCLUDED, BECAUSE OF THEIR KNOWLEDGE OF THE MATTERS TO BE DISCUSSED IN THE PROCEEDINGS WHILE THE PUBLIC ARE EXCLUDED. THIS KNOWLEDGE, WHICH WILL BE OF ASSISTANCE IN RELATION TO THE MATTERS TO BE DISCUSSED, IS RELEVANT TO THESE MATTERS BECAUSE THEY RELATE TO ASPECTS OF THE ADMINISTRATION OF AUT FOR WHICH THOSE PERSONS ARE RESPONSIBLE.

| General subject of each matter to be considered | Reason for passing this resolution in relation to each matter. The public conduct of each item below would be likely to result in the disclosure of information for which good reason for withholding would exist under the sections of the OIA identified below. | Ground(s) under section 48(1) for the passing of this resolution |
|--|---|--|
| 11. Council Minutes Part B of the meeting held on 26 July 2021 | s 9(2)(b)(ii) and s 9(2)(i) | LGOIMA s48(1)(a)(ii) |
| 19. Chancellor Update on Current Matters | s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k) | LGOIMA, s48(1)(a)(ii) |
| 20. Items moved from Part A of the Agenda to Part B | s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k) | LGOIMA, s48(1)(a)(ii) |

Item 4.2 Matters Arising from the Minutes Part A

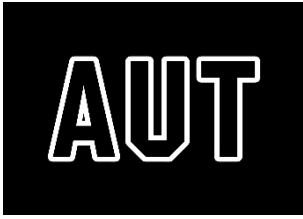
| COUNCIL AGENDA ITEM | ACTION | Who | Status |
|--------------------------|---|--|--|
| 28 September 2020 | 7.1 Chancellor's Report <ul style="list-style-type: none"> The Chancellor was pleased with the Council Working Group meeting with Year 13 students and requested to catch up with the same students next year for a follow up. | Council Secretary | Ongoing- 2021 |
| 22 February 2021 | 5. Vice Chancellor's Report <ul style="list-style-type: none"> In 2021, a Council meeting will be hosted in AUT's whareniui. | Tumuaki / Dean Te Ara Poutama | First Quarter 2021 |
| 31 May 2021 | 3.3. Equal Opportunities Policy <ul style="list-style-type: none"> The Treaty of Waitangi should be referenced in the policy or alternatively, expressed in a Council Charter. A paper will be drafted in regard to a policy on Te Titiri and each Council policy should be reviewed at each Annual General meeting. | Tumuaki / Dean Te Ara Poutama | Council Charter – ongoing Fourth Quarter 2021 |
| | 5 VICE CHANCELLOR'S REPORT <ul style="list-style-type: none"> The LMS reports will be provided frequently to Council. Further clarity needs to be provided on each team that is responsible for different areas of LMS. | Vice Chancellor's Office | Actioned |
| 28 June 2021 | 7.1. Chancellor's Committee on Māori and Pacific Matters Draft Minutes 31 May 2021 <ul style="list-style-type: none"> The time allocated for this Committee is not adequate to address the issues raised. The Committee will meet quarterly in association with a Council meeting. Each meeting will consider a specific review of achievement against selected KPIs and explore new initiatives and improvements. A work plan for this to be considered at the next Council meeting. | Group Director Strategy & Planning Assistant VC South & Pacific Advancement Tumuaki / Dean Te Ara Poutama Update Below | September 2021 Actioned |
| 26 July 2021 | 5 VICE CHANCELLOR'S REPORT <ul style="list-style-type: none"> Council wishes to receive a quarterly report on the growth in each sector. The report should also include information on the areas that are growing and the areas that are not. Council wishes to receive more information on the ethnicity of staff with statistics for academic staff and professional staff presented separately. | Vice Chancellor's Office: Update below | September 2021 |
| 30 August 2021 | 6.2 Te Tiriti o Waitangi <ul style="list-style-type: none"> The Chancellor working with the Vice-Chancellor will bring a proposal back to Council. | Vice Chancellor's Office | September 2021 |

Chancellor's Committee on Māori and Pacific Matters

The Chancellor met with Group Director Strategy & Planning, Assistant VC South & Pacific Advancement and Tumuaiki / Dean Te Ara Poutama. It was clarified that the sessions will focus on specific work in this area with detailed information on actions that are being taken or are to be taken and how they relate to the overall plan and strategy. They are supportive of this and Council will welcome it. It is important Council understands, supports and takes responsibility of this. The process will begin at the September meeting.

5 VICE CHANCELLOR'S REPORT- report on the growth in each sector - information on the areas that are growing and the areas that are not.

TEOs make 3 SDR submissions each year to the TEC and the sector view is made available to AUT following those submissions. Information will be provided to Council as part of the Vice Chancellor's report when the information on the TEO submissions is made available.



| | |
|---------------------|---|
| PART A | 5 |
| OPEN AGENDA ITEM | |

Council Agenda Paper

Subject: **VICE CHANCELLOR'S REPORT**

Date: **27 September 2021**

RECOMMENDATION:

THAT THE VICE CHANCELLOR'S REPORT BE RECEIVED

*This regular report is structured around the strategic themes of AUT Directions 2025, which are: **Theme 1** Creating exceptional learning experiences; **Theme 2** Discovery and application of knowledge for wellbeing and prosperity; **Theme 3** Responding to our place in the world; **Theme 4** Building our position as New Zealand's university of technology; **Theme 5** Being a place people love to work and learn.*

The report provides updates on progress within these themes and against indicators, as well as information on current issues and highlights, and sits alongside other reports such as the monthly financial report.

IMPORTANT UPDATES

1. AUT in Alert Level 4

The transition to online learning on and remote work after the sudden announcement of Level 4 on 17 August was immediate, very smooth and trouble free, with few complaints or concerns coming from staff or students.

- Throughout the lockdown coordination, decision-making and leadership by the Emergency Management Team and the Senior Leadership Team has been excellent.
- ICT services and altLAB staff have provided excellent support, and technology has functioned extremely well for remote work and learning. The digital equity programme supplying devices and 4G modems with data packs to students who request them has been reactivated. As of 17 September, 251 students have been provided with the equipment so far.
- Staff and student support services have been made available online and the AUT Health Centre has remained open. Hardship grants have been made to 120 students for COVID-19 related issues. 313 students have stayed in the AUT student living facilities and have been provided with free meals and regular welfare checks. More than 200 students have left, and their accommodation fees have been waived for the period they are away, which is in-line with what all the other universities are doing. Early estimates are that this will cost about \$1.1 million.
- All staff employment agreements and contract arrangements are being honoured and payments made whether the work can be conducted during the lockdown. A special grant of five extra days of sick leave has been made to all staff to meet the extra need for it during the pandemic.

- We are currently aware of 20 confirmed cases of COVID-19 at AUT, and in 10 of these cases the person was not on campus while infectious. Early in Alert Level 4, several AUT Campus areas were locations of interest. AUT staff worked closely and effectively with Auckland Regional Public Health Service (ARPHS) in tracking close contacts using the information from AUT systems. All students confirmed as positive and placed in MIQ have been contacted and provided with support by university staff.
- Regular communications have been kept up with staff and students, both university wide and division by division, team by team. On 2 September, a VC/DVC live Q&A event was held on Microsoft Teams with almost 1,000 staff tuning in asking for clarification on various issues about COVID-19 disruptions now and in the future.
- An online staff feedback questionnaire to get a sense of how staff are faring, and feeling has been running. As of Monday 20 September, there were approx. 1,000 responses, and results are being collated and analysed.

Preparation for Alert Levels 3 and 2 are being made:

- At Alert Level 3, the requirements for tertiary institutions leave little room for significant activity on campus, and with very few exceptions, work and learning for AUT will continue online throughout Alert Level 3 with campuses closed.
- Given that the number of available Semester 2 teaching weeks are two or three if any after the likely end dates for Level 3, it has been announced that teaching and learning will be online for the rest of the of Semester. The aim is to avoid further disruption by making another change and eliminate uncertainty. The University of Auckland has made a similar arrangement.
- A few special exceptions may be made allowing some on-campus teaching on a case-by-case basis where in-person or on-campus work is necessary to complete studies and can be completed within the public health Alert Level 3 guidelines and requirements.
- Research activities on campus (or beyond working from home) at Alert Level 3 will be considered on a case-by-case basis, given the need to ensure that any work must meet public health guidelines and requirements.
- At Alert Level 2, the plan is that the campuses will be fully open for staff work and student use – within the public health guidelines and requirements.
- Extensions to the teaching year may need to be made for students who need extra time to complete mandatory clinical, or practical work for course completion. Arrangements have been made with StudyLink to recognise an extension to 16 December 2021, so that affected students can continue their loans and allowance payments for the extra period.
- Due to the ongoing impact of the lockdown on Semester 2 teaching and assessment, it has been decided that the **Summer Graduation will be postponed** until 24 and 25 January next year. This will enable academic staff to complete assessments for the many students who have a study extension or have been granted extra-time over assignment deadlines.

2. New AUT world ranking

In the recently announced Times Higher Education (THE) World University Rankings, AUT has climbed yet again, joining the top 250. AUT now ranks alongside the University of Otago with only the University of Auckland ahead, confirming our place in the top three New Zealand universities. We have also retained the number one place in New Zealand and in Australasia for research impact. AUT was first ranked by THE in 2015 in the band 601-800 and has risen steadily since as shown in the table below.

| University | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 |
|------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Auckland | 172 | 165 | 165 | 192 | 201-250 | 179 | 147 | 137= |
| Otago | 201-250 | 201-250 | 201-250 | 201-250 | 201-250 | 201-250 | 201-250 | 201-250 |
| Victoria | 351-400 | 351-400 | 351-400 | 401-500 | 401-500 | 501-600 | 501-600 | 501-600 |
| Canterbury | 401-500 | 351-400 | 351-400 | 351-400 | 301-350 | 301-350 | 401-500 | 501-600 |
| Waikato | 401-500 | 401-500 | 401-500 | 351-400 | 401-500 | 501-600 | 501-600 | 401-500 |
| Lincoln | | 401-500 | 401-500 | 501-600 | 501-600 | 501-600 | 601-800 | 501-600 |
| Massey | 501-600 | 401-500 | 401-500 | 401-500 | 501-600 | 501-600 | 601-800 | 601-800 |
| AUT | 601-800 | 501-600 | 501-600 | 401-500 | 301-350 | 301-350 | 251-300 | 201-250 |

3. Senior staff welcomed

Professor Wendy Lawson commenced as **Deputy Vice-Chancellor Academic** on 1 September, joining us from the University of Canterbury where she was Pro Vice-Chancellor for the College of Science.

Professor Fiona Brooks commenced as **Pro Vice-Chancellor and Dean, Faculty of Health and Environmental Sciences** on 13 September, joining us from the University of Technology, Sydney where she was ADVC Research. Unfortunately, she is still stuck in Sydney – but as we are all working remotely just now, she is as present as any of us.

Professor Kath McPherson, who has been the single Deputy Vice-Chancellor, has now taken up the role of interim **Deputy Vice-Chancellor Research** for the next few months. I acknowledge the tremendous contribution to the leadership of the university that Kath has made in her almost two years as DVC and look forward to her continued leadership in the important area of the university's research development.

I also acknowledge the superb work by **Professor Mark Orams** as interim Dean of Faculty of Health and Environmental Sciences. He stepped in with little notice to a difficult situation and a very large faculty providing wonderful leadership while a permanent appointment was made. Mark has returned to his substantive position of **Dean of the Graduate Research School**, which was ably filled during Mark's interim assignment by Associate Professor Nigel Harris from the School of Sport and Recreation.

THEME 1: CREATING EXCEPTIONAL LEARNING EXPERIENCES

(Progress with the Investment Plan KPIs for this Theme area are presented at **Appendix 4**)

4. Learning Management System (Canvas@AUT)

Cycle 1b of the implementation was completed on 6 August 2021, bringing the total number of courses developed in Canvas to 166. With the completion of Cycle 1, Cycle 2b has kicked off as planned on 9 August 2021. There are currently 308 courses being developed, and a further 425 courses confirmed for cycle 3. More information can be found at **Appendix 3**.

5. Learner Success

In August, a Learner Success Working Group was formed to provide organisational leadership and oversight learning support student services and initiatives. The Working Group will monitor progress towards achieving parity in participation, retention, and achievement for students (which will be assessed the [Cycle 6 Academic Audit](#) by the Academic Quality Agency), and will coordinate our approach to the first three goals of the Tertiary Education Strategy:

1. Learners at the centre
2. Barrier free access
3. Quality learning and teaching

The cross-university working group includes faculty and professional staff, and the project will be sponsored by Professor Wendy Lawson, as Deputy Vice-Chancellor Academic, taking over from Professor Kath McPherson who was the initial project sponsor.

THEME 2: DISCOVERY AND APPLICATION OF KNOWLEDGE FOR WELLBEING AND PROSPERITY

(Progress with the Investment Plan KPIs for this Theme area are presented at **Appendix 4**)

6. Research contracts

| | New Research Contracts YTD | |
|---------------------|----------------------------|---------|
| | 2021 | 2020 |
| Value | \$13.4M | \$10.8M |
| Number of contracts | 63 | 75 |

- Five of the contracts in the table with a total value of \$454,404 were signed in August.
- During August, nine proposals were submitted to various funders during July, and another 21 are approved but in negotiation.

A selection of research highlights follows.

As expected, the COVID-19 Alert Level 4 lockdown has had an impact on AUT's ability to undertake research activities, but there is a considerable amount that is still being done.

7. Performance-Based Research Fund (PBRF) Sector Reference Group

Professor Kath McPherson has been appointed to the Sector Reference Group for the PBRF, a national body whose task is to interpret and oversee the implementation of government's new policies on the PBRF. This is an important appointment for AUT and deserved recognition of Kath's expertise in research and research administration.

8. Report on New Zealand's happiness

Dr Stephanie Rossouw (School of Social Sciences and Public Policy) and Associate Professor Talita Greyling (University of Johannesburg, SA) have created the Gross National Happiness (GNH) index, to measure happiness levels during the lockdown. On 6 September, Statistics New Zealand started reporting the GNH as an official indicator, representing a real-time measure for subjective wellbeing, in the NZ Statistic COVID-19 data portal.

9. Researcher Development

The Researcher Development team of the Graduate Research School provides opportunities for researcher capability building, for both academic staff and graduate research students. A significant proportion of the universities research is contributed by or doctoral and other research students. Some of the programmes the Development team provide are:

- The AUT 3 Minute Thesis Competition final was held online as planned on 3 September, with very little disruption caused by the level 4 lockdown.
- Planning is underway for the potential online delivery for other events,
- Weekly Shut Up and Write! sessions continue to be held on Zoom.
- Thesislink posts continue to be published 2-3 times per week, and the most popular post in August was "Dealing with Distractions: A Personal Journey"

10. New vaxx.nz site developed

A group of AUT alumni is behind the vaxx.nz vaccine information site, helping people identify available vaccine slots close to them before booking through the official government website bookmyvaccine.nz. Since launching on Sunday 5 September, the site has had 44,000 users nationwide, and feedback from many people saying they've been able to bring forward their vaccination date - sometimes to the same day.

THEME 3: OUR PLACE IN THE WORLD

(Progress with the Investment Plan KPIs for this Theme area are presented at **Appendix 4**)

11. Internationalisation

- A Postgraduate Programme Agreement with Capital Normal University (CNU) in Beijing has been signed which will facilitate CNU students to study Computer Sciences at postgraduate level with AUT.
- *Offshore Entry Taskforce (previously International Student Returnee Taskforce)*
Led by Director International Meredith Smart, the International Team, Student Services, and Strategy and Planning are working together to build a robust end-to-end process of supporting our students to return in the quota system that the Government has committed to for the next 18 months. As of 10 September 2021, AUT has 93 students who have arrived in New Zealand (of the 1,000 cohort) and 10 students who have arrived in New Zealand (of the 250 cohort).
- AUT International has signed an agreement with Grok Global Services to engage in their services in recruiting and managing in-country representatives from our key recruitment markets. The first in-country representative will be in China and is expected to be appointed and in place before the end of 2021.

THEME 4: BEING A PLACE WHERE PEOPLE LOVE TO WORK AND LEARN

(Progress with the Investment Plan KPIs for this Theme area are presented at **Appendix 4**)

12. Student enrolment update (Tables detailing enrolment are at **Appendix 1**)

One feature worth noting is the high number of new full fee-paying international EFTS. The 2021 budget estimated 300 and we have over 900.

The table below gives a high-level YTD summary and comparison with the previous YTD.

| | SAC Funded (Mainly domestic) | | International (Full fee-paying) | | Total | |
|----------|---------------------------------|--------|------------------------------------|-------|---------------|--------|
| | 2021 | 2020 | 2021 | 2020 | 2021 | 2020 |
| YTD EFTS | 17,318 | 16,669 | 2,143 | 2,986 | 19,461 | 19,655 |
| Target % | 100% | 100% | 115% | 88% | 101% | 98% |

13. Repositioning AUT LIVE student recruitment event

Due to alert levels, AUT LIVE on campus, which was scheduled to take place on the last Saturday in August, has been cancelled and replaced with **AUT LIVE on Demand** + an online event on Saturday 25 September. AUT LIVE is the annual open day and one of the largest domestic recruitment events. In the online version, future students will be able to join a team of experts for meet and greet and live Q&A programme sessions on their areas of interest.

14. AUT Accommodation App

In collaboration with ICT and Strategy and Planning, Student Services and Administration launched the AUT Accommodation app in August. The app improves the recording of welfare checks completed by student Residential Assistants (RA's) removing manual processing by accommodation managers to complete. Since launching on 23 August, over 2,000 welfare checks have been recorded by RA's using the app.

15. Keeping students engaged and connected over the mid-semester break during Lockdown

Student Services and Administration collaborated with the Library, Gym and AUTSA to deliver a 'lockdown style' mid-semester activity programme to keep students healthy and engaged over the mid-semester break. It was designed for the students in our accommodation facilities but was available to any student. The workshops and events focused on sharpening study skills, staying connected with communities, feeding mind, body, and soul, and getting a head start on being career ready.

16. AUT Staff Excellence Awards

This annual event recognises and profiles some of our staff and staff teams whose contributions and achievements exemplify our values and advance our objectives. Thirty-three finalists have been announced across the teaching, research, and professional categories for the 2021 Excellence Awards, currently scheduled to be held in the Sir Paul Reeves Building on the evening of Thursday 21 October. An alternative date in late November has been reserved if needed, as we can only hold the event at Alert Level 1.

17. Progress on implementation of independent review recommendations

- The Head of the new Employee Advisory and Resolution Service (EARS), [Wayne Marriott](#), began his work at the end of August. This role is in line with the Review recommendation for a stand-alone service that will form part of a three-tier complaint and concerns resolution process (Respect in Action, EARS, and formal statutory processes), helping people raise and address concerns about bullying and harassment.

Wayne has a long history of employee relations, conflict resolution and conciliation experience, and is a Member of Mediators Beyond Borders International and other local and international bodies. He has worked with a range of public sector and corporate clients and is looking forward to establishing the new EARS service for AUT.

- We were on track for all people managers to complete the bullying and harassment training by the end of this year, but the intervention of lockdowns has meant that 11 training sessions involving close to 200 managers have had to be cancelled so far. Our external advisor Shayne Mathieson who runs the sessions has recommended that they not be attempted online but be rescheduled as soon as Alert Levels allow. The rescheduling will likely push the programme into the early parts of 2022.
- The Culture Change Transition Group (CCTG) had their first meeting in August. Establishing the CCTG was a recommendation of the Independent Review into sexual harassment and bullying and the group has been appointed via a thorough process and with specific Terms of Reference.
- Of the 36 review recommendations, 22 are completed, 12 are in progress, and two will begin soon.
- More information about the review, including the six-month report to Council recommended in the review, can be found in full report at **Appendices 5 and 6**.

18. Staff diversity statistics - 13 September:

| Staff count | | | | Occupation | | | |
|--------------------|-------|-----------------------|------|---------------------------|-------|-------------------------------|-------|
| 2,122 FTE | | | | Academic 1,014 (47.8%) | | Professional 1,108 (52.2%) | |
| Gender | | | | Annual Turnover Rate | | | |
| Female | 58.3% | Gender diverse | 0.4% | 4.3% | | 9.3% | |
| Male | 40.6% | Not disclosed | 0.7% | | | | |
| Ethnicity | | | | | | | |
| Academic (47.8%) | | | | Professional (52.2%) | | | |
| NZ European | 17.4% | Other | 3.4% | NZ European | 15.0% | Other | 2.6% |
| Asian | 6.6% | Undeclared | 9.0% | Asian | 11.0% | Undeclared | 14.1% |
| European | 7.8% | | | European | 4.2% | | |
| Māori | 2.5% | | | Māori | 2.3% | | |
| Pacific | 1.1% | | | Pacific | 3.0% | | |

- In senior roles, 57.8% are male and 42.2% are female.
- Of the total 246 men in senior roles, five (2.0%) are Māori and seven (2.8%) Pacific.
- Of the total 184 women in senior roles, 12 (6.5%) are Māori and four (2.2%) are Pacific.

19. Places and spaces

- The Estates team have been cleaning and sanitising the campus according to COVID-19 guidelines and making all other necessary preparations for the return to campus in Alert Level 2.
- Project works for the A1 North Campus development project are on hold due to Alert Level 4. Works will be able to recommence at Alert Level 3. Recommendations on the commencement of the construction stage for A1 are being presented to Council in other Agenda items.
- Phase 1 of the exit works for WT (AUT Tower on Wakefield St) have been completed including migration of the staff work areas for the Schools of Social Sciences and Public Policy, and Languages and Culture to WQ Building. Negotiations are ongoing with WT owners to extend the exit of Phase 2 from April to late May 2022 when the staff of the School of Engineering Computer and Mathematical Sciences will have moved to the newly fitted-out upper floors of WZ (Ngā Wai Hono Engineering Building on St Paul St).

20. Financial Performance

A summary of showing a very favourable financial position and year-end forecast is at **Appendix 2**. The surplus forecast for the full year is \$5.4 million ahead of budget and all regulator and bank covenants are projected to met with headroom. Both income and expenditure are showing as more favourable than budget.

Appendix 1: Enrolments

2021 EFTS Progress to Target Monitoring Report Year to Date Compared to Target and Equivalent Date Last Year

The following information is from the weekly AUT EFTS Monitoring Report

Programme EFTS 13 September 2021

1. EFTS compared to Target EFTS

| | Likely and Confirmed | | | Target | Progress | | Needed | | Achieved after PYTD |
|---------------------|----------------------|------------------|--------------|------------------|---------------|--------------|----------------|---------------|---------------------|
| | 2021 | 2020 | Growth | | 2021 | 2020 | 2021 | 2020 | |
| Domestic SAC | 17,039.37 | 16,371.30 | 4.1% | 17,010.92 | 100.2% | 100.0% | -28.45 | -1.16 | 120.97 |
| Int Full Fee | 2,142.22 | 2,984.98 | -28.2% | 1,857.27 | 115.3% | 87.7% | -284.95 | 420.15 | 66.63 |
| International SAC | 276.75 | 296.60 | -6.7% | 325.22 | 85.1% | 79.3% | 48.47 | 77.44 | 24.47 |
| Domestic Other | 241.67 | 311.32 | -22.4% | 301.50 | 80.2% | 106.9% | 59.83 | -20.03 | 12.29 |
| International Other | 294.85 | 255.73 | 15.3% | 242.70 | 121.5% | 77.7% | -52.15 | 73.28 | 53.67 |
| Total AUT | 19,994.85 | 20,219.93 | -1.1% | 19,737.61 | 101.3% | 97.4% | -257.24 | 549.67 | 278.03 |
| South Domestic SAC | 2,161.65 | 2,163.95 | -0.1% | 2,516.42 | 85.9% | 93.1% | 354.77 | 160.07 | -0.98 |
| South Int Full Fee | 47.41 | 72.62 | -34.7% | 41.59 | 114.0% | 118.8% | -5.82 | -11.50 | -1.00 |

2. Total AUT EFTS by Intake Type and Award Level

| | 2021 Likely and Confirmed | | | | Growth | 2020 Likely and Confirmed | | | |
|-----------------|---------------------------|-----------------|------------------|------------------|---------------|---------------------------|-----------------|------------------|------------------|
| | % | New | Returning | Total | | % | New | Returning | Total |
| Pre-Degree | 5.7 % | 921.63 | 208.93 | 1,130.55 | -4.6 % | 5.9 % | 988.60 | 197.03 | 1,185.63 |
| Undergraduate | 75.9 % | 5,600.54 | 9,565.77 | 15,166.30 | 1.7 % | 73.7 % | 5,684.42 | 9,223.40 | 14,907.83 |
| Postgraduate | 18.2 % | 1,591.61 | 2,040.11 | 3,631.71 | -9.1 % | 19.8 % | 1,852.09 | 2,145.10 | 3,997.19 |
| Not Categorised | 0.3 % | 29.13 | 37.15 | 66.28 | -48.7 % | 0.6 % | 86.37 | 42.92 | 129.28 |
| Total | | 8,142.90 | 11,851.95 | 19,994.85 | -1.1 % | | 8,611.48 | 11,608.45 | 20,219.93 |

3. International Student View EFTS

| | 2021 Likely and Confirmed | | | | Growth | 2020 Likely and Confirmed | | | |
|-----------------|---------------------------|---------------|-----------------|-----------------|----------------|---------------------------|-----------------|-----------------|-----------------|
| | % | New | Returning | Total | | % | New | Returning | Total |
| Pre-Degree | 4.6 % | 102.87 | 21.86 | 124.74 | -27.4 % | 4.9 % | 143.25 | 28.50 | 171.75 |
| Undergraduate | 58.5 % | 429.13 | 1,157.42 | 1,586.55 | -4.9 % | 47.2 % | 583.10 | 1,084.97 | 1,668.07 |
| Postgraduate | 36.7 % | 381.24 | 613.74 | 994.98 | -40.0 % | 46.9 % | 793.16 | 864.69 | 1,657.85 |
| Not Categorised | 0.3 % | 7.13 | 0.42 | 7.55 | -80.9 % | 1.1 % | 33.61 | 6.04 | 39.64 |
| Total | | 920.37 | 1,793.44 | 2,713.82 | -23.3 % | | 1,553.11 | 1,984.19 | 3,537.31 |

4. Domestic Student Achievement Component (SAC) EFTS compared to AUT Finance Budget

| | Likely and Confirmed EFTS | | | | Progress | | Needed | | Achieved after PYTD |
|--------------|---------------------------|------------------|-------------|------------------|---------------|---------------|---------------|--------------|---------------------|
| | 2021 | 2020 | Growth | Target | 2021 | 2020 | 2021 | 2020 | |
| BEL | 3,162.14 | 3,173.27 | -0.4% | 3,225.75 | 98.0% | 98.7% | 63.61 | 41.51 | 38.41 |
| CSOC | 2,542.48 | 2,510.88 | 1.3% | 2,610.15 | 97.4% | 99.9% | 67.67 | 2.99 | 23.35 |
| DECT | 4,607.40 | 4,527.56 | 1.8% | 4,632.94 | 99.4% | 97.4% | 25.54 | 122.36 | 10.52 |
| HEAL | 6,327.53 | 5,813.23 | 8.8% | 6,123.64 | 103.3% | 104.6% | -203.89 | -255.18 | 16.54 |
| TEAP | 399.76 | 345.74 | 15.6% | 316.65 | 126.2% | 103.7% | -83.11 | -12.23 | 32.04 |
| Total | 17,039.37 | 16,371.30 | 4.1% | 17,010.92 | 100.2% | 100.0% | -28.45 | -1.16 | 120.97 |

5. International Full Fee EFTS compared to AUT Finance Budget

| | Likely and Confirmed EFTS | | | | Progress | | Needed | | Achieved after PYTD |
|--------------|---------------------------|-----------------|---------------|-----------------|---------------|--------------|----------------|---------------|---------------------|
| | 2021 | 2020 | Growth | Target | 2021 | 2020 | 2021 | 2020 | |
| BEL | 831.67 | 1,084.30 | -23.3% | 647.14 | 128.5% | 86.3% | -184.52 | 172.74 | 53.75 |
| CSOC | 375.88 | 460.63 | -18.4% | 292.81 | 128.4% | 88.5% | -83.07 | 60.11 | 9.87 |
| DECT | 657.72 | 1,014.20 | -35.1% | 645.32 | 101.9% | 91.7% | -12.40 | 91.96 | -2.19 |
| HEAL | 253.58 | 373.45 | -32.1% | 232.70 | 109.0% | 93.3% | -20.88 | 26.87 | 0.89 |
| TEAP | 16.50 | 15.71 | 5.0% | 8.44 | 195.5% | 87.7% | -8.06 | 2.21 | 2.06 |
| PVCI | 6.88 | 36.69 | -81.2% | 30.86 | 22.3% | 35.6% | 23.98 | 66.26 | 2.25 |
| Total | 2,142.22 | 2,984.98 | -28.2% | 1,857.27 | 115.3% | 87.7% | -284.95 | 420.15 | 66.63 |

13. Māori and Pacific Domestic SAC EFTS by Intake Type and Award Level

| | 2021 Likely and Confirmed | | | | | 2020 Likely and Confirmed | | | | | |
|----------------|---------------------------|-----------------|-----------------|-----------------|--------------|---------------------------|--------|-----------------|-----------------|-----------------|--------------|
| | % | New | Returning | Total | %Dom | Growth | % | New | Returning | Total | %Dom |
| Māori | | | | | | | | | | | |
| Pre-Degree | 6.2 % | 94.68 | 21.54 | 116.23 | 12.1% | 1.3 % | 6.4 % | 98.56 | 16.13 | 114.69 | 12.8% |
| Undergraduate | 82.6 % | 683.70 | 875.16 | 1,558.85 | 11.5% | 4.6 % | 83.0 % | 598.79 | 891.17 | 1,489.96 | 11.3% |
| Postgraduate | 11.2 % | 122.83 | 88.21 | 211.04 | 8.3% | 11.2 % | 10.6 % | 97.07 | 92.69 | 189.76 | 8.4% |
| Total | | 901.21 | 984.91 | 1,886.12 | 11.1% | 5.1 % | | 794.43 | 999.98 | 1,794.41 | 8.9% |
| Pacific | | | | | | | | | | | |
| Pre-Degree | 8.9 % | 217.69 | 43.40 | 261.08 | 27.3% | -4.3 % | 9.4 % | 244.12 | 28.75 | 272.87 | 30.4% |
| Undergraduate | 82.7 % | 956.46 | 1,477.13 | 2,433.59 | 18.0% | 1.7 % | 82.9 % | 971.05 | 1,422.93 | 2,393.99 | 18.1% |
| Postgraduate | 8.4 % | 127.71 | 119.71 | 247.42 | 9.8% | 11.6 % | 7.7 % | 100.23 | 121.49 | 221.72 | 9.8% |
| Total | | 1,301.86 | 1,640.24 | 2,942.09 | 17.3% | 1.9 % | | 1,315.41 | 1,573.17 | 2,888.58 | 14.3% |

Note to tables 4 and 5:

- BEL is the Faculty of Business, Economics & Law – comprising the schools of Business, Economics and Law
- CSOC is the Faculty of Culture and Society – comprising the schools of Education, Languages & Culture, Social Sciences & Public Policy, Hospitality & Tourism
- DECT is the Faculty of Design and Creative Technologies – comprising the schools of Engineering, Computer & Mathematical Sciences, Communication Studies, Art & Design, Future Environments
- HEAL is the Faculty of Health and Environmental Sciences – comprising the schools of Clinical Sciences, Sport, Public Health & Interdisciplinary Studies, Science
- TEAP is the Faculty of Te Ara Poutama Māori and Indigenous Development
- PVCI are enrolments held with the PVC International, mainly for AUT House International English School.

Appendix 2: Financial Performance – Current Year

1. Financial Performance – Current Year

As at 27 August 2021 (refer item 5.1)

| \$000s | Year to Date (\$000s) | | | Full Year (\$000s) | | |
|--------------------------------|-----------------------|---------------|---------------|--------------------|---------------|--------------|
| | Actual | Budget | Variance | Forecast | Budget | Variance |
| Income | 299,546 | 284,779 | 14,767 | 423,320 | 408,235 | 15,085 |
| Expense | 251,669 | 256,116 | 4,447 | 407,602 | 397,441 | (10,161) |
| Surplus before Interest | 47,877 | 28,663 | 19,214 | 15,718 | 10,794 | 4,924 |
| Interest | 1,768 | 2,303 | 535 | 3,435 | 3,936 | 501 |
| Net surplus | 46,109 | 26,360 | 19,749 | 12,283 | 6,858 | 5,425 |

Comment

For the year to August 2021, net surplus from operations is \$46.1M, which is \$19.7M ahead of YTD budget and is driven by \$12M more student-derived income and \$3M more research income. In addition, there are \$4.8M costs savings from across the University supporting the positive bottom line.

The full year net surplus forecast of \$12.3M is a projected improvement of \$5.4M on the 2021 budget. The shift from year to date reflects the investment into filling the WQ student accommodation in support of managing the guaranteed risk, the initial forecasted costs of managing the COVID-19 delta lockdown in Auckland, and the impact of staffing commitments made during the year. The overall forecast net surplus of \$12.3M represents a net surplus ratio of 2.9%, which meets the TEC prescribed target. The improved surplus helps improve the operating cashflow covenant above 115%, thereby ensuring the University can meet the covenant targets that had been noted as being at risk in the 2021 budget.

| TEC Financial Covenants | 2021 Year-end Forecast | | |
|---------------------------------------|------------------------|-----------|-----------|
| | FY Forecast | TEC | Outcome |
| Max commercial debt borrowings \$000s | \$70,846 | \$220,000 | On target |
| Max aggregate financing \$000s | \$85,748 | \$243,000 | On target |
| Max Debt / Debt + Equity Ratio | 10% | 30% | On target |
| Max Debt / Net Cash Flow Ratio | 1.42 | 3.00 | On target |
| Max Debt / Total Revenue Ratio | 20% | 55% | On target |
| Min Net Surplus Ratio | 2.9% | >0.0% | On target |
| Min Cash Flow from Operation Ratio | 117% | 115% | On target |
| Min Interest Cover Ratio | 4.58 | 2.50 | On target |
| Min Liquidity Ratio | 42% | 2% | On target |

Comment

All TEC financial covenants are projected to be met.

Financial Performance 2021 YTD Compared to 2020 YTD

| \$000s | Year to Date (\$000s) | | |
|--------------------|-----------------------|---------------|---------------|
| | 2021 | 2020 | Variance |
| Income | 299,546 | 297,002 | 2,544 |
| Expense | 253,437 | 262,341 | 8,904 |
| Net surplus | 46,109 | 34,661 | 11,448 |

Higher **year-to-date income** compared to the same period last year is primarily driven by higher domestic income and offset by reduced international income reflecting the change in mix of students year on year.

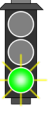
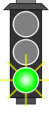






Lower **year-to-date expenses** compared to same period last year recognises the longer-term management actions and responses to the financial effects of COVID-19 implemented in 2020.

Overall, the **year-to-date net surplus** is \$11.4M higher than the same last year and reflects the impact of cost-savings actions in 2021.

Appendix 3: Update on the LMS Implementation Project

Project Name: LMS Implementation
 Reporting Date: 17 August 2021
 Circulation: LMS Implementation Steering Group, Project File
 Author: Tim Alcock, Project Manager

Project Status Summary

| | | | | | | | |
|---|--|---|------------------------------------|---|---|---|---|
|  | <u>Project Progress</u> On Schedule |  | <u>Project Budget</u> On Budget |  | <u>Project Resources</u> Concerns over Academic staff availability. Limited Learning Designer capacity |  | <u>Project Risks</u> Changing Course Information. Availability of resources across summer break. |
|  | |  | |  | |  | |

Cycle 1b of the Curriculum development process has completed as planned on 6 August 2021. This brings the total number of courses developed in Canvas to 166, 80 of which have been developed in Cycle 1b. With the completion of Cycle 1b, Cycle 2b has kicked off as planned on 9 August 2021. There are currently 308 courses being developed and a further 425 courses confirmed for cycle 3 following planning with Heads of School.

The recruitment of staff to accommodate the increased course numbers has not been successful for Learning Designers and Learning Technologists. Alternative resourcing options are being followed for Learning Technologists including students on Co-operative Education Placements. Courses planned for Cycle 3 have been reviewed by the project team and categorised to ensure that the limited Learning Designer capability is targeted at the right courses.

The analysis of the use of Blackboard Organisations is nearly complete enabling guidelines and proposals to be defined around the future tools to be used.

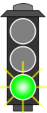

On completion of cycle 1, course completion checklists were completed with the course leads. These reports have been to all course leads for Cycle 1a and for most of Cycle 1b. As part of the planning for Cycle 3, the first communication has been sent to all course leads, to welcome them into the cycle preparation.

Key Milestones

| Milestone | Status | Baseline Date | Target date | Notes |
|--|--------|--------------------|--------------------|--|
| Canvas Contract Agreed | cmpl | | | |
| Environments Commissioned | cmpl | | | |
| Development Resources confirmed | cmpl | | 3/3/21 | |
| Baseline Curriculum workload confirmed | cmpl | | 10/3/21 | |
| Baseline Canvas configuration completed | cmpl | | 24/3/21 | |
| Project team training completed | cmpl | | 7/4/21 | |
| Curriculum development cycle 1 completed | cmpl | 14/6/21 | 2/7/21 | Cycle 1a completed on 2/7/21, Cycle 1b completed 6/8/21. |

| | | | | |
|--|-----|---------|----------|--|
| Curriculum development cycle 2 completed | WIP | 23/8/21 | 10/9/21 | Cycle 2a started on 5/7/21 and 2b started on 9/8/21. |
| Curriculum development cycle 3 completed | | 1/11/21 | 19/11/21 | Courses agreed with HoS. |
| Blackboard content migrated | | | 11/2/22 | |
| Curriculum development cycle 4 completed | | 14/2/21 | 25/2/22 | |
| Cut Over to Canvas | | | 25/2/22 | |
| Curriculum development cycle 5 completed | | 25/4/22 | 6/5/22 | |
| Curriculum development cycle 6 completed | | 4/7/22 | 15/7/22 | |

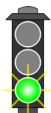
Project Status by Stream

|  | <p><u>LMS technical Implementation</u></p> <p>The design of the Canvas – Arion integrations has started with development planned to begin this month.</p> <p>Draft Support processes have been drawn up and reviewed both internally and with Instructure.</p> <p>Testing of the Canvas integration with Teams (Blackboard’s Collaborate replacement) is being planned in line with the delivery of functionality by Instructure / Microsoft. In preparation, the project team are confirming the Microsoft prerequisites for the integration.</p> <p>Investigations are continuing into a replacement for lpeer (a peer review tool).</p> | | | | | | | | | | | | | | | |
|---|--|-------------|-----------|-------------|---------|-----------|------------|-----|-----|-----|-----|------------|---|---|---|-----|
|  | <p><u>Curriculum Development</u></p> <p>Cycle 1b of the Curriculum development process has completed as planned on 6 August 2021. This brings the total number of courses developed in Canvas to 166, 80 of which have been developed in Cycle 1b. With the completion of Cycle 1b, Cycle 2b has kicked off as planned on 9 August 2021. There are currently 308 courses being developed across Cycles 2a and 2b with a further 425 courses confirmed for Cycle 3 following planning with Heads of School. This will leave just under 400 courses to be developed in Cycle 4 ready for the start of Semester 1, 2022.</p> <div data-bbox="199 1512 1476 1915" data-label="Figure"> <table border="1"> <caption>Course development progress</caption> <thead> <tr> <th>Semester</th> <th>Developed</th> <th>In Progress</th> <th>Planned</th> <th>Remaining</th> </tr> </thead> <tbody> <tr> <td>Semester 1</td> <td>166</td> <td>308</td> <td>425</td> <td>394</td> </tr> <tr> <td>Semester 2</td> <td>0</td> <td>0</td> <td>0</td> <td>624</td> </tr> </tbody> </table> </div> <p>The recruitment of staff to accommodate the increased course numbers has not been successful for Learning Designers and Learning Technologists. Alternative resourcing options are being followed for</p> | Semester | Developed | In Progress | Planned | Remaining | Semester 1 | 166 | 308 | 425 | 394 | Semester 2 | 0 | 0 | 0 | 624 |
| Semester | Developed | In Progress | Planned | Remaining | | | | | | | | | | | | |
| Semester 1 | 166 | 308 | 425 | 394 | | | | | | | | | | | | |
| Semester 2 | 0 | 0 | 0 | 624 | | | | | | | | | | | | |

Learning Technologists including students on Co-operative Education Placements. Courses planned for Cycle 3 have been reviewed by the project team and categorised to ensure that the limited Learning Designer capability is targeted at the right courses.

Cycle 4 is planned to run from 22 November 2021 up to 25 February 2022. This includes the summer break where some Academics may not be available limiting the opportunity to enhance courses as part of the development process. Also, to meet the Semester 1 start date Cycle 4b is a 6-week cycle compressing the workloads of academics involved.

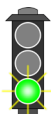
Blackboard migration



The initial investigation and analysis of the uses of Blackboard Organisations has been completed and has identified the purposes and target audiences that Organisations are currently used for. A presentation has been made to the working team around the potential tools that can be used to replace the functionalities of Organisations. A more detailed review across the identified uses is underway so that the most suitable migration strategies can be proposed and adopted across the University.

The replacement SCA deployment was aborted at the request of Student Hub and the AQO due to go-live being scheduled for Wednesday 18 (first day of lockdown). A new date for deployment will be discussed with AQO next week.

Change management



Communication

The first round of feedback surveys has just been completed. We sent the survey to everyone in Cycles 1a and 1b. We received 27 responses from approximately 140 course leads. The survey for cycle 1b was sent by our network of Canvas champions. The responses have been received in only the last few days and analysis of the themes has not yet taken place.

The big communication piece in this reporting period was an article on AUTi and in Kōrero on 16 August. This article showcased four courses that were developed in Cycle 1a and featured a video with a series of testimonials from course leads and Learning Designers who talked about what it was like to participate in this first development cycle.

As a result, we now have four additional example courses on our Canvas pages. There is one example course from each Faculty and each has a short contextual description of what to look for in the course.

- [ACCT502 – Accounting Essentials](#)
- [HOSP509 – Hospitality and Social Enterprise](#)
- [DIDG507 – Mahitahi/Collaborative Practice](#)
- [HEAL609 – Human Anatomy and Physiology](#)

Training pilot

Invitations for the four pilot training sessions have been sent to all participants in Cycles 1a and 1b, and to our Canvas champions. The response has been very positive, and we have greater than 50% confirmed attendance for each session and a healthy ‘waitlist’ for later sessions.

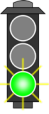
| | | | | |
|-----------|--------------------|-------------------|-------|--------------|
| Session 1 | Monday 23 August | 9:30am – 11:30am | WZ601 | 18/20 booked |
| Session 2 | Tuesday 24 August | 12:30pm – 2:30pm | AB220 | 11/20 booked |
| Session 3 | Thursday 26 August | 9:30am – 11:30am | AB220 | 12/20 booked |
| Session 4 | Friday 27 August | 10:00am – 12:00am | WZ601 | 14/20 booked |
| | | | | 15 waitlist |

Student Experience

Our student experience session is planned to take place on 7 September. We have eight confirmed student participants and have spaces for two more.

We now have an agreed [high-level plan for student communication](#) that we will continue to refine with the student communications team.

Financial Summary



Figures as @ July month end.

Learning Management System

| | July Forecast (22/07/21) | Actual | Remaining spend | Comments |
|-----------------------------------|--------------------------|--------|-----------------|----------|
| | Full Year ('000) | | Jul-Dec (000) | |
| KEY COST METRIC | | | | |
| LMS Course Development | 4,988 | 1,090 | 3,898 | |
| LMS Non Staffing Resources | 668 | 513 | 155 | |
| LMS Project Management Cost | 542 | 222 | 320 | |
| LMS Technical Implementation Cost | 552 | 175 | 377 | |
| | 6,750 | 2,000 | 4,750 | |
| Approved budget for year 2021 | 6,970 | | | |

| Project Life | Budget (000) | Forecast (000) | Forecast (000) |
|-----------------------------|-----------------|-----------------|----------------|
| 2021 | \$6,970 | \$6,750 | (\$220) |
| 2022 | \$7,866 | \$8,086 | \$220 |
| Total Project Budget | \$14,836 | \$14,836 | \$0 |

Comments: The project is progressing well within the given budget limits.

Key Issues & Risk Analysis

| Risk / Issue | I / R | Status | Prob. | Impact. | Action(s) |
|---|-------|--------|-------|---------|---|
| Workload associated with Course development is greater than estimated | R | Action | M | H | <p>Confirm 2022 Courses and their development category (Light, Standard, Heavy, None) with faculties.</p> <p>Cycle 1 confirm development estimates.</p> <p>Development Processes Streamlined.</p> |

| | | | | | |
|--|---|--------|---|---|---|
| Faculty resource unavailability, run risk paper optimisation and content migration activities does not meet scheduled timeline | R | Action | M | H | Gain early commitment to detailed resources needs for each development cycle from Faculties and agree a processes if resources are not available or delivery needs not met. |
| Covid Lockdown during curriculum development | R | Action | H | M | Set up working practices to incorporate remote collaboration tools (Teams / SharePoint). Ensure development staff have technical capability to work remotely if required. |
| Project budget reprioritisation means workload is heavily weighted into 2022 raising risk of not meeting Semester 1 & 2 2022. | R | Action | H | M | Monitor resource requirements and workload to achieve target dates. Obtain authority to initiate recruitment process (8-week lead time). |
| Cater for courses that do not fit core semester timeframes | R | Action | H | M | Identify possible courses Define proposed solution |
| Courses not identified as part of planning will be missed | R | Action | L | H | Steering Group representatives confirming full faculty lists. |
| Courses not identified as part of planning increase workload beyond capacity | R | Action | H | H | Initiate recruitment at earliest point. Define and agree "Plan B" for when workload exceeds capacity. Implement and communicate "Plan B" for potential capacity issues. |
| Tight deadlines and dependencies will impact Academic staff wellbeing particularly as remaining cycles for Semester 1 courses cut across the summer break. | R | Action | M | H | Define expectations of staff across the summer break and fallback position for courses where Course lead is not available. |
| Project resources are not available in the marketplace | R | Action | H | H | Investigate alternative resource options. Define alternative approaches to match workload with available resources. |

Key activities / Milestones for next month

The following activities / Milestones are planned for over the next month:

- Confirm Cycle 1 HoS reports
 - Confirm Cycle 4 courses
 - Cut-over of new Special Considerations application.
 - Define and confirm an approach to Blackboard Organisation migration.
 - Delivering student usability session - 7th September.
 - Delivery of pilot training sessions in August.
-

Appendix 4: Key Performance Indicators – Progress report

9 September 2021

| Theme | KPI | Target 2021 | Year to date 2021 | Year to date 2020 | Actual 2020 | Notes |
|---|---|-------------|-------------------|-------------------|-------------|---|
| Creating exceptional learning experiences | 1.3 Percentage of bachelors graduates who completed work-integrated learning while studying | 90% | 87% | 90% | 92% | On track |
| Discovery and application of knowledge for wellbeing and prosperity | 2.1 Increase the number of quality-assured research outputs | 2,000 | 1,118 | 822 | 1,909 | We are currently tracking ahead of the previous year |
| | 2.2 Increase the proportion of research-active academic staff | 55% | 45% | 36% | 55% | |
| | 2.3 Increase the value of new research contracts signed | \$24M | \$13.5M | \$10.8M | \$33.8M | We are tracking ahead of August 2020 with another \$7.1 million in contracts under negotiation |
| | 2.4 Increase the number of doctoral students | 900 | 989 | 962 | 1,011 | Achieved |
| | 2.5 Increase the proportion of outputs with an international co-author | 62% | 69% | 60% | 62% | We are ahead of target to date, but only half the relevant outputs have been counted so this may change |
| Responding to our place in the world | 3.1 Increase the number of Māori bachelors graduates | 300 | 106 | 139 | 366 | On track |
| | 3.2 Increase the number of postgraduate students that are Māori | 375 | 386 | 374 | 381 | Achieved |
| | 3.3 Increase the number of Pacific bachelors graduates | 400 | 203 | 156 | 403 | On track |
| | 3.4 Increase the number of Pacific postgraduate students | 390 | 413 | 378 | 385 | Achieved |
| Building our position as New Zealand's university of technology | 4.1 Increase staff consultancy revenue | \$1.7M | \$0.9M | \$0.7M | \$1.2M | Result as at Q2. We are ahead of last year but still below the trajectory needed to achieve this target |
| | 4.3 Number of media articles using AUT staff as expert voices or highlighting AUT research | 1,000 | 1,004 | 901 | 1,535 | Achieved |
| | 5.1 Increase total EFTS | 20,000 | 19,831 | 20,023 | 20,498 | On track |

| | | | | | | |
|---|---|-------|-------|-------|-------|---|
| Being a place where people love to work and learn | 5.2 Increase the number of students at South Campus | 2,300 | 2,206 | 2,239 | 2,246 | Previous enrolment trends suggest we are unlikely to achieve this KPI |
| | 5.3 Increase the proportion of students in postgraduate study | 18% | 17% | 20% | 20% | Previous trends suggest we may not achieve this KPI |

Results still to come

| Theme | KPI | Target 2021 | Reported |
|---|--|-------------|---------------------|
| Creating exceptional learning experiences | 1.1 Increase the proportion of students who would recommend their programme of study | 80% | Annually (December) |
| | 1.2 Increase the proportion of students who are satisfied with teaching quality | 80% | Annually (December) |
| | 1.4 Percentage of available graduates who are working full time | 80% | Annually (December) |

Appendix 5: AUT Council Discussion Paper: Following up with staff who have raised complaints

Introduction

In January 2021, Kate Davenport QC completed her review into harassment and sexual harassment at AUT. The report from Davenport QC contained several recommendations on how People and Culture could improve their complaint process.

Purpose

The purpose of this discussion paper is to consider recommendation 31 in the report.

“I recommend that P&C should be responsible for the follow up with staff who have raised complaints dealt with at all levels of the complaint system after 3 to 6 months to check that the behaviour/issues have resolved. If not, this must be reported to the Group Director of P&C, who will have responsibility for devising a plan to resolve ongoing issues” (Davenport QC).

Current Status

To better understand the types of employment relationship problems for our people, we analysed the 54 cases that made up our Employment Relations Team caseload from January – June 2021.

Informal Complaints – Category 1

Two employees sitting within our management structure raised concerns. Both cases were resolved using the options available under AUT Early Resolution Procedures.

Recommendation: That the EARS service be responsible for following up on all informal complaints.

Formal Complaints – Category 2

Ten formal complaints relating to behaviour or conduct, seven were closed, and three were ongoing.

Four of the complaints were unsubstantiated. Complainants were advised in writing that their complaint had been unsubstantiated and were informed how we came to our decision.

Three complaints were upheld. Two employees received a letter of expectations, and one signed a good behaviour bond.

Three of the complaints helped form part of broader departmental reviews, which we anticipate will be completed by September 2021.

Of note, none of the complaints resulted in disciplinary action for either party, and all complainants remain employees of the University.

Recommendation: The Employment Relations Team will follow up with the line manager on all substantiated complaints and will use their discretion if it is appropriate to also follow up with the complainant.

Personal Grievances – Category 3

The ER team dealt with ten personal grievances, one resulted in a resignation, eight are parties to confidential terms of settlement, and one has lodged proceedings in the Employment Court. Five continue to be employed with the University.

Recommendation: Due to the sensitive and confidential nature of personal grievances and that the complainant will often be represented, we advise against any follow-up.

Student Complaints – Category 4

Five students raised concerns about AUT Staff. Four of the five complaints were upheld, with two staff receiving disciplinary action.

Recommendation – That Student Conduct follows up with the complainant.

Appendix 6: Independent Review Recommendations – Implementation Update to Council, September 2021

**Prepared by the Group Director of People & Culture
Approved by Vice-Chancellor
17 September 2021**

Introduction

This report provides an update for Council on the implementation of the recommendations in the Report of the Independent Review into Harassment and Bullying at AUT that was received by Council in February this year. This report also appears on the AUTi website available to all staff.

The report is set out in five sections—a 6-month progress report (infographics and narrative), plus four tables:

- 1) Implementation status – showing whether a recommendation is completed, in progress, or still to do.
- 2) Project plan and timeframes – showing estimated start and completion dates for each of the recommendations and percentage progress to date.
- 3) Completed and current planning and action with each recommendation or set of recommendations – outlining all actions so far and highlighting new progress since last report.
- 4) Internal consultation and authorising groups and frameworks that are being used in the work of implementation.

The project team for the implementation of the independent review is led by Beth Bundy, Group Director People & Culture.

The project team makes recommendations to the Vice-Chancellor and Vice-Chancellor’s Executive.

INDEPENDENT REVIEW RECOMMENDATIONS

6-MONTH PROGRESS REPORT: SEPTEMBER 2021

AUT



Managing@AUT

372

People Leaders trained
(since programme began)



Completed or registered for Bystander Intervention training

365

Managers trained or scheduled for training

Head of Employee Advisory and Resolution Service (EARS) Appointed

34

cases responded to by Interim Employee Advisory and Resolution Service



Leadership training 2021

79

People Leaders

246

Staff (completed)

14

Workshops (completed)



3

Policies reviewed and updated

1

New policy drafted and in consultation



15

People appointed to **Culture Change Transition Group (CCTG)**

chnnl 123

staff piloted confidential mental wellbeing app. Roll out in 2022.



61%

Of recommendations completed

Six-month report of progress

The Independent Review report came out in February 2021, and the project team began its work in March. This September report to Council is an opportunity to reflect on our progress over the past six months. This section presents some highlights of our progress to date.

Culture Change Transition Group (CCTG) mahi underway

A diverse group of people from across AUT have joined forces to help guide our journey of culture change and are determined to make a difference.

Establishing a Culture Change Transition Group (CCTG) was a recommendation of the Independent Review, and the group has been appointed via a thorough process and with specific Terms of Reference.



Professor Judith McAra-Couper (Head of School, Clinical Science) accepted a request to lead this group, due to her commitment to being part of the change needed at AUT.

CCTG has now held several engaging meetings, with the first meeting focused on getting to know one another and building trust, and more recent meetings focused on understanding what work has been done to date and setting and progressing its work priorities.

While the group membership is diverse, they are all committed to change, and are taking both a holistic view of the organisation as well as identifying what actions we can all take in our workday to day to reinforce good behaviour practices.

Judith says, “What culture change will feel like is greater trust, and a sense people can have constructive conversations when they see behaviour, they don't think is acceptable.”

The Culture Change Transition Group membership:

- Professor Judith McAra-Couper (Faculty of Health and Environmental Sciences)
- Katherine Dace (Strategy and Planning)
- Dr Julie Douglas (Faculty of Business, Economics and Law)
- Geraldine Hay (Library Learning Research Services)
- Professor Rhema Vaithianathan (Centre for Social Data Analytics)
- Dr Tago Mharapara (Faculty of Business, Economics and Law)
- Dr Yvonne Chan (Faculty of Design and Creative Technologies)
- Glenn Whitley (ICT Services)
- Audrey Hutcheson (Student Services and Administration)
- Jenni Tupu (Faculty of Design and Creative Technologies)
- Yoyo Fu (Estates)
- Wiremu Tipuna (Student Services and Administration)
- Catherine Redmond (Research and Innovation Office)
- Mapihi Opai (Brand and Marketing Services)
- Shayne Mathieson (Top Drawer Consulting)

Head of Employee Advisory and Resolution Service (EARS) now on board, office is set up and EARS website is live



The establishment of the new Employee Advisory and Resolution Service (EARS) at AUT marks a significant milestone in the University's journey to offer its employees tailored support through a three-tier advisory and resolution model.

As the new head of EARS, Wayne Marriott aims to maintain an independent, neutral presence to facilitate the resolution of a range of employee issues. Wayne has 21 years of experience as a conflict analyst and dispute resolution practitioner. He is a certified mediator and conflict coach with expertise in academic, commercial, government and not-for-profit sectors. As a restorative mediator, he assists people, and organisations overcome traumatic events, change processes, conflict and disputes. Wayne has a Master of Arts degree in Conflict Transformation from the Eastern Mennonite University (Virginia, US).

EMPLOYEE ADVISORY AND RESOLUTIONS SERVICE [EARS]

[WHAT WE DO](#) [CONTACT EARS](#) [RESPECT IN ACTION NETWORK](#) [MORE](#) ▼



Also, the new, independent EARS website (<https://earsaut.org>) is now live, with key information including how to reach out to EARS or AUT's Respect in Action advisors (additional content to come).

Project team is on track to have taken action to respond to all recommendations by the end of the year

The Independent review project team, composed of a small group of managers from People & Culture, Strategy & Planning, and Brand and Marketing Services, and led by Beth Bundy, Group Director P&C, has made significant progress since its inception six months ago.



The team swiftly identified actions required in order to progress the QC's 36 recommendations, and systematically went through the process of updating AUT policies, developing and delivering staff training, implementing a 3-tier advisory and response structure, and setting up CCTG as a means of progressing culture change, all while openly sharing progress and consulting a range of stakeholders.

As of now 22 recommendations are complete, 12 are in progress, and 2 will begin soon. The project team is on track to act on all 36 recommendations by year end¹.

AUT leaders stand up against bullying and harassment

As soon as the Independent Review report came out, AUT's senior leaders including Vice Chancellor Derek McCormack, the SLT and AUT's Council, took decisive action, committing to implement the QC's recommendations and to making AUT a safe and welcoming place to work and learn. Shayne Mathieson of Top Drawer Consulting was also brought on board to usher in this change.

¹ Note, work will carry on across the University in terms of training, culture change and delivering the new 3-tier advisory once the project team has concluded its contribution.



Ove the past six months, the VC has socialised AUT's commitment to change through a range of mediums including Town Hall meetings, all staff emails, reports to Council, conversations, and AUTi page content.

At the same time, Shayne has consulted with stakeholders on policy change, delivered training to AUT managers and leaders, and provided advice and professional guidance to the new Culture Change Transition Group.

To facilitate recognition of AUT communications about the Independent Review, AUT's Brand team also created "brand assets" such as the one below.



Table 1. Review Recommendations Key - showing implementation status and the location of the recommendation in the detailed reporting table following (Table 3).

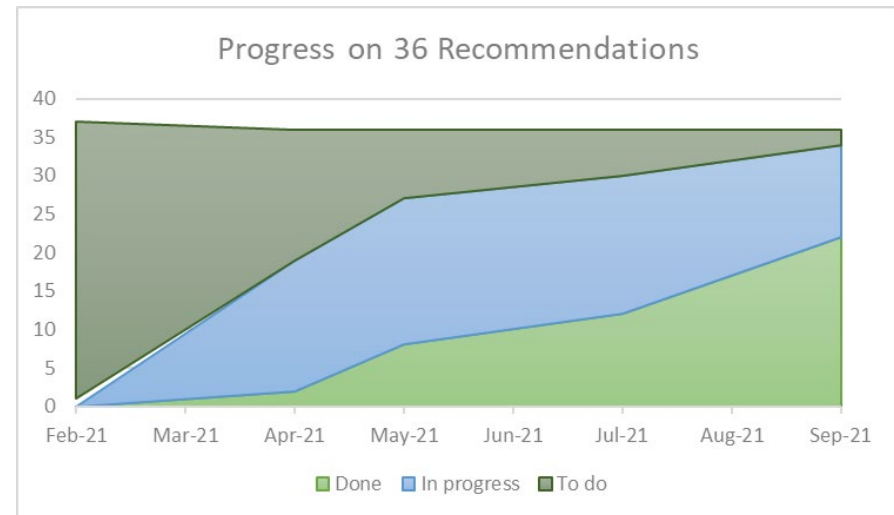
| Recommendation # | Theme/Cluster | Done | In Progress | To do/ Under consideration |
|------------------|-------------------------------|------|-------------|----------------------------|
| 1 | Monitoring and Reporting | Done | | |
| 2 | Monitoring and Reporting | Done | | |
| 3 | Monitoring and Reporting | Done | | |
| 4 | Policy Review | Done | | |
| 5 | Policy Review | Done | | |
| 6 | Policy Review | | In Progress | |
| 7 | Policy Review | Done | | |
| 8 | Monitoring and Reporting | Done | | |
| 9 | Three-tier complaints process | Done | | |
| 10 | Three-tier complaints process | Done | | |
| 11 | Three-tier complaints process | Done | | |
| 12 | Three-tier complaints process | Done | | |
| 13 | Three-tier complaints process | Done | | |
| 14 | Three-tier complaints process | Done | | |
| 15 | Three-tier complaints process | Done | | |
| 16 | Three-tier complaints process | Done | | |
| 17 | Monitoring and Reporting | | In Progress | |
| 18 | Three-tier complaints process | | In Progress | |

| Recommendation # | Theme/Cluster | Done | In Progress | To do/ Under consideration |
|------------------|-------------------------------|------|-------------|----------------------------|
| 19 | Training | | In Progress | |
| 20 | Training | Done | | |
| 21 | Culture change | Done | | |
| 22 | Culture change | | In Progress | |
| 23 | Culture change | Done | | |
| 24 | Culture change | Done | | |
| 25 | Culture change | | In Progress | |
| 26 | Culture change | | In Progress | |
| 27 | Training | Done | | |
| 28 | Training | | In Progress | |
| 29 | Policy Review | Done | | |
| 30 | Monitoring and Reporting | Done | | |
| 31 | Three-tier complaints process | | In Progress | |
| 32 | Monitoring and Reporting | | In Progress | |
| 33 | Monitoring and Reporting | | | To do/ Under consideration |
| 34 | Monitoring and Reporting | | | To do/ Under consideration |
| 35 | Other matters | | In Progress | |
| 36 | Other matters | | In Progress | |

Note to Table 1: Progress on numbered recommendations since the last report to Council (July to September 2021):

Moved from *To Do* to *In Progress*: Recommendations 17, 18, 25, 31, 35

- Recommendation 17: EARS to publish data about complaints and their resolution. Wayne Marriott, Head of EARS, has started gathering data for reporting.
- Recommendation 18: AUT to set up a phone number where staff who are harassed can obtain support. Wayne has set up a phone number and email where staff can reach out for support—to be promoted.
- Recommendation 25: Employee conduct and behaviour to be a part of the eMAP review. P&C has begun to investigate the best way to reflect this in the staff eMAP template.
- Recommendation 31: P&C to follow up with staff to ensure complaints have been resolved. P&C is looking into their process now to ensure they follow up on all complaints.
- Recommendation 35: Consider whether there is sexism at AUT, and if so, how to address it. Wayne is beginning to look into this issue at AUT.



Moved from *In Progress* to *Done*: Recommendations 3, 9-16, 20

- Recommendation 3: VC to report to Council at 6 months. This report serves to achieve this recommendation.
- Recommendations 9-16 (OCR): These recommendations all relate to setting up the EARS office and the 3-tiered advisory structure, hiring staff for these offices, and setting terms for their operation. These are all in place now.
- Recommendation 20: AUT should emphasize training of leadership and management skills. This has been achieved, with several training programmes being delivered to AUT people managers and leaders.

Table 2. Project plan and timeframes

| | | Independent Review Recommendations Implementation | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|-----------------|---|---|----------|---|---|---|---|----------|---|----|----|----|----------|----|----|----|----|----------|----|----|-----------|----|----|----------|----|----|----------|----|----------|----|----|----------|---|---|----------|---|---|---|---|---|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|
| | | Feb 2021 | | Mar 2021 | | | | | Apr 2021 | | | | | May 2021 | | | | | Jun 2021 | | | July 2021 | | | Aug 2021 | | | Sep 2021 | | Oct 2021 | | | Nov 2021 | | | Dec 2021 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 |
| TASK | PROGRESS | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3-Tier Advisory and Complaints Service | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| EARS service charter- draft & approve | 100% | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Appoint interim Advisory & Resolution Lead (Je | 100% | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Set up EARS office space | 100% | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Appoint EARS Director | 100% | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Set up new PIA network | 50% | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Recruit EARS Coordinator | 20% | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Set up EARS phone number | 100% | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Policy Review | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Sexual Harassment Policy- draft, consult, app | 100% | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Conflict of Interest Policy- review | 100% | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Safety in Supervision Policy- draft, consult, app | 100% | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Recruitment Policy- review | 100% | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Director P&C to join VC Executive | 100% | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Develop a tool to assess staff conduct | 50% | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Training | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SLT Training | 100% | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Bystander intervention Mgr Training | 70% | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Catalyst programme for SLT reports (28 ppl) | 60% | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Student consent training- develop programme | 50% | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| People leaders essentials (ongoing) | 70% | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Monitoring & Reporting | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| VC All Staff comms (ongoing) | 100% | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Appoint external advisor (Shayne) | 100% | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| AUTi site- set up and update (ongoing) | 100% | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Council Progress reports (ongoing) | 100% | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| P&C to track and act on leave & retention trends | 80% | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Use Chnml to track staff engagement (pilot) | 100% | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Determine whether to use Chnml across AUT | 100% | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| P&C to follow up, ensure all complaints are clos | 30% | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| P&C to report on complaints resolved | To do | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Culture Change | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| CCTG ToR- Draft and confirm | 100% | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| EQI & Appoint CCTG | 100% | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Recognise excellent behaviour with Values Pin | 100% | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Add Employee conduct to eMAP | 50% | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Mentoring programme for early academics | 40% | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Team Dynamics sessions- develop and deliver | 100% | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| CCTG to monitor progress & give recommendal | 20% | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Other Matters | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Hui with Māori & Pasifika staff and embed Te T | 60% | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Investigate whether sexism is an issue at AUT | To do | █ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Table 3. Progress towards implementing recommendations (highlighted text identifies updated areas):

| Theme/Cluster | Done/Ongoing (showing numbered recommendations) | In Progress (showing numbered recommendations) | Planning and Action | To do/Under consideration (showing numbered recommendations) |
|----------------------------|--|---|--|---|
| Preliminary matters | <p>Appointed an independent expert advisor</p> <p>Established a project team and identified the priority work and agreed timeframes</p> <p>Consultation frameworks have been confirmed</p> <p>Reporting and information arrangements established</p> | | <p>Shayne Mathieson of <i>Top Drawer</i> Consultants was appointed as independent advisor – a nationally and internationally recognised expert on the type of issues highlighted by the review.</p> <p>Beth Bundy Group Director of People & Culture is the project lead for all this work, reporting with recommendations to the VC and the VC Executive Team. The aim is to complete the implementation of all recommendations during 2021 – insofar as possible.</p> <p>Priority work was assessed by its potential impact on the issues highlighted in the review and its do-ability – priority has been considered by SLT and this has guided decisions. Most significant for early work has been training, the Culture Change Transition Group, and the three tier complaints resolution system. Several policy areas are relatively quick to deal with and these have been progressed.</p> <p>Consultation frameworks are SLT, Academic Board, and for relevant matters identity groups such as Women on Campus, and the CCTG - see Table 4 below for more detail.</p> <p>Reporting – the full review’s report is on the AUT website and staff intranet. There is a progress indicator on the intranet. In addition, the fortnightly VC all staff emails contain an update on activity in response to the review recommendations. Reports to Council are being made at every meeting by the VC.</p> | |

Table 3. Progress towards implementing recommendations CONTD:

| Theme/Cluster | Done/Ongoing (showing numbered recommendations) | In Progress (showing numbered recommendations) | Planning and Action | To do/Under consideration (showing numbered recommendations) |
|--|--|---|---|---|
| <p>Three-tier complaints response structure</p> | <p>9. Implement a 3-tiered complaints procedure</p> <p>10. Respect in Action (RiA) programme to be within Employee Advisory and Response Service (EARS)</p> <p>11. RiA Co-ordinator to be a full-time role.</p> <p>12. Establish a mid-tier complaints body (EARS)</p> <p>13. Staff the EARS office</p> <p>14. EARS to enable staff to move forward with their jobs and lives</p> <p>15. EARS to focus on fair and effective resolution</p> <p>16. EARS to report to VC and DVC every 6 months</p> | <p>18. Set up phone number to support and advise staff</p> <p>31. P&C to follow up with all complainants after 3-6 months to ensure issues are resolved</p> | <p><i>First Tier – informal confidential discussion and advice:</i> Maintaining the Respect in Action service in a revised form. Overseen by Head of EARS (see below) with a co-ordinator, trained contact people who are selected for diversity and spread of location on campuses and maintaining regular reporting of volumes and trends in issues. Several experienced RiA contact people have been retained and their contracts are being updated. Further RiA selection and training are progressing now by the new Head of EARS, Wayne Marriott.</p> <p><i>Second Tier – formal but restorative approach to resolution by an independent body:</i> Investigated and revised the Victoria model of EARS (Employee Advisory and Resolution Service). Consulted with SLT and Academic Board on the proposed AUT model and the VC Executive adopted it. The Head of EARS, Wayne Marriott has now been appointed and is setting up the EARS office and website.</p> <p>EARS is now being established, following an interim phase with Jenni Broome at the helm. During the interim period, Jenni, with support and advice from P&C and Shayne Mathieson, advised and resolved complaints from 34 staff members from across the university.</p> <p><i>Third Tier – formal process according to legislation and employment agreements:</i> Managed as now by Employment Relations team in People and Culture division.</p> | |

Table 3. Progress towards implementing recommendations CONTD:

| Theme/Cluster | Done/Ongoing (showing numbered recommendations) | In Progress (showing numbered recommendations) | Planning and Action | To do/Under consideration (showing numbered recommendations) |
|-----------------------------|--|--|--|---|
| <p>Policy review</p> | <p>4. Review and redraft AUT policies, including developing a standalone Sexual Harassment Policy and Code of Conduct</p> <p>5. Review employment and appointment processes</p> <p>7. Review Conflicts of Interest policy</p> <p>29. P&C Director to be AVC and report to VC</p> | <p>6. Develop a tool to assess staff performance including conduct</p> | <p>Many policies have been reviewed, consulted and updated. Key policies have been identified in addition to those related to resolution of complaints and discipline policies - they are:</p> <p><i>Conflict of interest</i> policy – now reviewed</p> <p>Standalone <i>sexual harassment</i> policy – done, consulted on and agreed. Awaiting CCTG approval.</p> <p>Workload allocation for academics – in development.</p> <p><i>Code of Conduct for Graduate Research Supervision</i> – completed and adopted by Academic Board.</p> <p>Staff appointment processes are being conducted according to the requirements of the governing legislation which requires suitable advertising of vacancies to allow qualified people to apply – either internal expressions of interest or external searches depending on the nature of the position. This is managed by People & Culture who are giving extra attention to compliance and proper onboarding.</p> <p>The structural change for position of the Director of P&C – the role is now part of the VC Executive of ten and continues to have a direct line to the VC on all employment matters – further changes are dependent on other structural shifts and are under consideration.</p> <p>AUT uses the eMAP to provide all staff with feedback on performance. Additional tools are being developed to support managers to cover conduct as an additional element.</p> | |

Table 3. Progress towards implementing recommendations CONTD:

| Theme/Cluster | Done/Ongoing (showing numbered recommendations) | In Progress (showing numbered recommendations) | Planning and Action | To do/Under consideration (showing numbered recommendations) |
|------------------------|---|---|--|---|
| <p>Training</p> | <p>20. Teach leadership/ management skills to AUT leaders</p> <p>27. Intensive period of anti-bullying training, starting with managers</p> | <p>19. Compulsory student training on consent</p> <p>28. All managers to take training on management and leadership</p> | <p>We already have a general management training programme, Managing@AUT, which 372 managers have been through, with the aim of every manager completing refreshers every three years. The programme, which began as a pilot in 2018, was interrupted by COVID in 2020. It has undergone review and evolution as it has been running. Following the comments in the independent review about management training, we have adopted a revised curriculum and delivery model proposed by P&C and approved by the VC Executive.</p> <p>Shayne Mathieson has been appointed as our trainer for bullying and harassment for this year.</p> <p>Training for staff on bullying and harassment has been set up and several sessions run. So far 246 staff have been through a session.</p> <p>Training on bullying and harassment for all 365 people managers will be completed during this year. All 365 people managers have either been through the course (163) or are scheduled for upcoming training sessions (202).</p> <p>The Group Director Student Services is organising consent training for all students in AUT accommodation, to begin Semester 1, 2022.</p> | |

Table 3. Progress towards implementing recommendations CONTD:

| Theme/Cluster | Done/Ongoing (showing numbered recommendations) | In Progress (showing numbered recommendations) | Planning and Action | To do/Under consideration (showing numbered recommendations) |
|---------------------------------|--|--|---|---|
| Monitoring and reporting | 1. VC to acknowledge AUT failings in this area 2. AUT to inform stakeholders of recommendations 3. VC to report to Council and Uni on progress 6-monthly 8. Ensure staff leave is recorded and taken 30. P&C to track and identify leave and retention trends to enable action | 17. EARS to report on the resolution of complaints 32. Use Chnnl [a real time feedback app] to track staff engagement and identify issues | <p>The VC communicated with all staff by video with a text version via email, on the website and staff intranet, highlighting the main areas of concern raised by the review. The full report of the review with all its recommendations was immediately posted on the website and staff intranet. This has been followed up with several Teams Live events for staff to ask questions.</p> <p>Information was sent to stakeholders by letter in the first week after the review was received.</p> <p>Staff leave is recorded in our HR System and P&C provide reporting on trends and variations by Faculty / Directorate. Staff are regularly prompted to use leave according to their entitlements and high accumulated leave totals or low use rates are routinely reported to managers by P&C.</p> <p>The Chnnl wellbeing app was piloted by 123 staff across the University. It has proven useful at identifying staff feeling and engagement as well as problems and concerns. Chnnl will be rolled out across the University in 2022.</p> <p>Regular reporting of progress is underway to Council at each meeting and to all staff via email and the staff intranet with fortnightly updates.</p> <p>This report constitutes the six-monthly report of progress from the VC to Council.</p> | 33 & 34. P&C to report to staff and Council on the nature and resolution of complaints (anonymised) |

Table 3. Progress towards implementing recommendations CONTD:

| Theme/Cluster | Done/Ongoing (showing numbered recommendations) | In Progress (showing numbered recommendations) | Planning and Action | To do/Under consideration (showing numbered recommendations) |
|--|---|---|---|---|
| Culture change | <p>21. Values pin for excellent behaviour</p> <p>23. SLT to plan and implement culture change</p> <p>24. Establish a culture change transition group (CCTG)</p> | <p>22. All junior staff mentored by a more senior staff member</p> <p>25. Employee conduct as part of eMAP</p> <p>26. Foster collegiality and team spirit</p> | <p>All staff currently have the option to have an internal mentor or a coach, though this is not extensively used. The Integrated Academic Practice Group are now working on how to enhance mentoring for Early Career Academics.</p> <p>SLT planned and began implementation of the culture change through the following actions. They spent a one-day retreat on the recommendations and identified priorities with the most impact on culture and dealing with individual distress. They also had a session with Shayne Mathieson on responding to the review report and attended a special training session with her.</p> <p>The terms of reference for the CCTG and the composition and person specifications for membership were determined by a sub-group of the VC Executive. CCTG Members have now been appointed and they began their fortnightly meetings in July. They are an engaged group of 14 academic and professional staff from across the University, all committed to changing the culture of AUT into a place where all staff feel heard, respected, and accountable, and behave in accordance with the values: tika, pono, aroha. Shayne Mathieson will be an ex officio member/advisor for the first year.</p> <p>AUT uses the eMAP to provide all staff with feedback on performance. Additional tools are being developed to support managers to cover conduct as an additional element.</p> <p>P&C have developed a Team Dynamics programme of facilitated sessions and tools which are offered to all teams covering a range of elements to build effective teams.</p> | |
| Other matters (for future consideration) | | <p>35. Investigate whether sexism is an issue at AUT</p> <p>36. Hui with Māori and Pasifika staff and embed Te Tiriti at AUT</p> | <p>Responding to guidelines recently promulgated by Te Kahui Amokura (the joint Māori committee of the 8 universities) the PVC Māori is working on an approach for AUT.</p> <p>At the same time, Wayne Marriott is looking into whether sexism is an issue at AUT, and how we can support staff who have experienced harassment.</p> | |

Table 4. Organisation Engagement for Policy Review & Development

AUT has a wide community of stakeholders to engage with to successfully implement the recommendations from the review. As noted in other large and complex organisations where cultural change programmes have been required in response to concerns of this nature, consideration of appropriate frameworks and opportunities for consultation are critical.

| Internal Groups & Forum | | External Groups | |
|----------------------------------|--|---|---|
| Vice Chancellors Executive | Meets weekly and has reviewed and confirmed the Three Tier Complaints Process, the Terms of Reference & EOI process for the CCTG. The group has reviewed the draft Sexual Harassment Policy. | TEU & TIASA | Under our collective employment agreement, we are required to consult with our union partners on any significant revision and creation of new policies. Typically, these consultation processes take around 6 weeks. They have provided feedback on the Sexual Harassment Policy. |
| Senior Leadership Team | Meets Monthly. Feedback sought into the Terms of Reference for the CCTG. | AUTSA | Where changes in our employment policies or practice will impact our students, we also engage with AUTSA to seek input from the student voice. They were invited to provide feedback on the Sexual Harassment Policy. |
| Academic Board | Meets Monthly. Update on the Three Tier Complaints Process and feedback sought on the Sexual Harassment Policy. | Women on Campus / Other staff associations / network groups | Where changes in our employment policies or practice are relevant to any specific staff group, we also engage with them directly to seek their feedback. |
| Cultural Change Transition Group | Established in July 2021, currently meeting twice a month as they establish their priorities. This group will be provided with the opportunity to review and comment on all work to date, including the Draft Sexual Harassment Policy. | | |
| Other Academic Committees | Other relevant committees will be consulted with as required. For example, the Safety in Supervision Policy has been reviewed by the Postgraduate Research Committee prior to Academic Board. | | |



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| PART A | 6 |
| OPEN AGENDA ITEM | |

Council Agenda Paper

Subject: **CHANCELLOR'S REPORT**

Date: 17 September 2021

RECOMMENDATION:

THAT COUNCIL RECEIVE THE CHANCELLOR'S REPORT

AUT Council Meeting
27 September 2021

Chancellor Report. Part A.

Lockdown

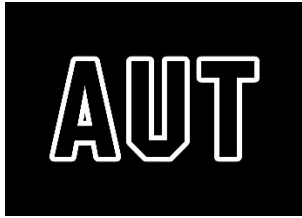
I would like to note appreciation to the Vice-Chancellor, executive and both academic and administrative staff for their handling of the current lockdown keeping staff and students safe while continuing teaching under the conditions allowed.

Vice-Chancellor appointment process.

In the last two weeks the consultants have been conducting interviews and their external review of the initial list. We have a selection panel meeting with the consultants on 29 September to create a short list for further interview – these will commence on 13 October. I am holding a Teams update for the University on October 11th which will describe the direction of the process without naming candidates and offer a final opportunity for University-wide input. I have also had an online meeting with the University Culture Change Transition Group which gave valuable feedback.

Mana Whenua meetings

Working with the Office of Maori Advancement I have been meeting with Mana Whenua and other tangata whenua community groups seeking their input on the University, our leadership and relationships with them. To date in person or online this has involved meetings with Ngati Whatua Orakei, Te Kotahi o Tāmaki, Te Kawerau a Maki, Nga Tai ki Tamaki, MUMA, and Te Ahiwaru. Further meetings will ensue.



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| Part A OPEN AGENDA ITEM | 7.2 |
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Council Agenda Paper

Subject: **REPORTS FROM ACADEMIC BOARD**

Date: 26 July 2021

RECOMMENDATION:

THAT COUNCIL RECEIVE THE ACADEMIC BOARD REPORTS AND MINUTES OF THE MEETINGS HELD ON 26 JULY 2021 AND 30 AUGUST 2021.

Academic Board Report to Council

Meeting held 26 July 2021

Strategic Matters and Policy Developments

- **PBRF** - The Deputy Vice-Chancellor provided an update on the 2025 PBRF round. the census date will be late 2024 but is yet to be confirmed. The following remain unchanged: size of the fund; focus on the individual and individual portfolios; and, the Sector Reference Group (SRG) guiding operationalisation of changes, process and assessment. Major changes include: evidence of 'areas of research excellence' rather than 'nominated research outputs' (yet to be fully clarified); better reflection of the partnership between the Crown and Maori and promotion of equity, diversity and inclusiveness including a new objective or purpose reflecting our place in the world, greater support to Māori and Pacific researchers and research; amending the external research income component; revising the extraordinary circumstances qualifying criteria; simplifying the new and emerging qualifying criteria; and, fixing a minimum allocation for Te Pūkenga. Challenges for AUT include: the University's highly variable level of 'research' activity; comparatively low level of external research income; and, the negative effects of the process on individuals. A PBRF strategy and plan are being developed and will be presented at an upcoming Academic Board meeting for feedback.

Committees of Academic Board

- Academic Board approved ten proposals and reports for submission to CUAP Round 2 2021: two new degrees, four new subjects/specialisations, one change in degree structure and four new qualifications drawing on existing courses.
- Academic Board approved the inclusion of a clause in the regulations for Bachelor's Degrees with Honours to clarify that honours awarded are established using the 120 points at the highest level of the qualification unless otherwise specified in the individual programme regulations.

ACADEMIC BOARD – UNCONFIRMED MINUTES

**Meeting held on 26 July 2021
10.00 am – 11.20 am, WO1620**

PART A: ATTENDANCE

1. Present

D McCormack (Chair), Associate Professor H Buckley, Dr Y Chan, Dr D Channings, Associate Professor L Chile, Professor B Doolin, W Fraser, Dr R Ellis, Professor K Gledhill, Professor J Gutierrez, Professor J Haar, Associate Professor N Harris, Dr A Haxell, R Hogg, Professor W Hope, Professor P Hume, Dr R Johnson, Professor K Kearins, Associate Professor B Kehrwald, Professor P Keiha, J Kelly, Dr L Lewis, Professor T Lie, Professor T Maloney, Professor K McPherson, Professor G Morris, Professor A Oo, Professor M Orams, Professor J Paterson, Professor J Raine, C Redmond, Dr F Reid, Dr S Shaw, D Sinfield, M Skinner, Associate Professor P Skov, K Tairi, Professor A Tourani-Rad, Dr A Vujnovich, Professor C Walker

2. Apologies

K Carrington, Professor H Cooper-Thomas, A Gale, Associate Professor E Henry, Professor E Hinckson, Professor W Ings, Professor M Jones, Professor G Littlefair, Professor S Mazer, H Pryor, Professor F Tan, Professor M Waring

3. In attendance

S Bell, T Richardson, O Weatherup (Minutes)

*** PART B: STRATEGIC MATTERS AND POLICY DEVELOPMENTS****• PBRF**

The Deputy Vice-Chancellor provided an update on the 2025 PBRF round. the census date will be late 2024 but is yet to be confirmed. The following remain unchanged: size of the fund; focus on the individual and individual portfolios; and, the Sector Reference Group (SRG) guiding operationalisation of changes, process and assessment. Major changes include: evidence of ‘areas of research excellence’ rather than ‘nominated research outputs’ (yet to be fully clarified); better reflection of the partnership between the Crown and Maori and promotion of equity, diversity and inclusiveness including a new objective or purpose reflecting our place in the world, greater support to Māori and Pacific researchers and research; amending the external research income component; revising the extraordinary circumstances qualifying criteria; simplifying the new and emerging qualifying criteria; and, fixing a minimum allocation for Te Pūkenga. Challenges for AUT include: the University’s highly variable level of ‘research’ activity; comparatively low level of external research income; and, the negative effects of the process on individuals.

A PBRF strategy and plan are being developed and will be presented at an upcoming Academic Board meeting for feedback.

*** PART C: VICE-CHANCELLOR'S REPORT**

The Vice-Chancellor provided a verbal update and highlighted the following points:

- A review of academic support for students is underway, prompted in part by changes to pedagogy due to Covid-19 and anticipated changes with the implementation of Canvas throughout next year. The aim is to ensure a range of services are well understood, coordinated and consistently available.
- The Government has issued a draft policy on 'high value' international education to guide the prioritising international students and possible future changes. University degree and postgraduate programmes are considered to be high value, particularly those aligned with key research and innovation priorities and areas where there are workforce shortages in New Zealand.
- Congratulations were extended to the Advancement team and the Faculty of Design and Creative Technologies for securing Fletcher Construction's support for the Chair of Future Environments. Professor Charles Walker was congratulated on his appointment to the role.
- Domestic enrolments are 7.8% ahead of the same time last year and by year end should be 700 EFTS ahead of the budget target. International EFTS are 23% behind this time last year but ahead of the full year budget target set. Some of the new international EFTS are online students.
- The Culture Change Transition Group recommended the Independent Review has been appointed and will be chaired by Professor Judith McAra-Couper.

*** PART D: BUSINESS**

*** 1 Consideration of the Agenda**

All unstarred items were received and any recommendations adopted.

*** 2 Confirmation of Minutes of the Previous Meeting**

It was resolved:

- **THAT the Minutes of the Academic Board meeting held on 28 June 2021 are approved as a true and accurate record.**

Moved Professor P Keiha, Seconded Professor K Kearins

*** 3 Matters Arising**

4 Student Matters

A Student Services and Administration Student Matters Report for July 2021 was received.

*** 5 Committees of Academic Board**

5.1 International Strategy Committee (no report)

5.2 Learning and Teaching Committee (no report)

5.3 Research Committee

A report on the Research Committee meeting held on 13 July 2021 was received.

*** 5.4 Programme Approval and Review Committee**

A report on the Programme Approval and Review Committee meeting held on 7 July 2021 was received.

It was resolved:

Recommendation 1

THAT Academic Board approve the following proposals for new qualifications for submission to CUAP Round Two 2021

AND

THAT subject to approval by CUAP the qualifications be validated:

1. **Bachelor of Construction** - new bachelor's degree
2. **Bachelor of Health Science (Physiotherapy) (Honours)** – new 4-year bachelor with honours degree

Recommendation 2

THAT Academic Board approve the following proposal for a new specialisation and a new qualification for submission to CUAP Round Two 2021

AND

THAT subject to approval by CUAP the qualification be validated:

1. **Master of Learning and Teaching** – new specialisation *Early Childhood Education*, and **Postgraduate Diploma in Teaching and Learning** – new qualification drawing on existing courses

Recommendation 3

THAT Academic Board approve the following proposals for new subjects and minors for submission to CUAP Round Two 2021:

1. **Bachelor of Arts** new subject – **History**
2. **Bachelor of Arts** new subject and new minor – **Māori Media**
3. **Bachelor of Arts** new minor – **Social Education**

Recommendation 4

THAT Academic Board approve the following proposal for a change to structure for submission to CUAP Round Two 2021:

1. **Te Tohu Paetahi mō te Hoahoa Bachelor of Design** - change of structure, renaming one major, introducing four new minors, renaming one minor, deleting nine minors

Recommendation 5

THAT Academic Board approve the following reports for submission to CUAP Round Two 2021

AND

THAT subject to approval by CUAP the qualifications be validated:

1. **Postgraduate Diploma in Architecture** – introduction of a postgraduate diploma when the university already has an established master's programme in the subject and the qualification draws on existing courses
2. **Graduate Diploma in Architecture** – introduction of a graduate diploma when the university already has an established master's programme in the subject and the qualification draws on existing courses
3. **Tītohu mō te Hoahoa Diploma in Design** – introduction of an undergraduate diploma when the university already has an established bachelor's degree in the subject and the new qualification draws on existing courses

Recommendations 1-5 moved by Dr S Shaw, Seconded Professor P Keiha

- 5.5 **Academic Planning Subgroup** (no report)
- 5.6 **Graduate Research School** (no report)
- 5.7 **University Scholarships Committee** (no report)

- 6 Faculty Boards**
- 6.1 Faculty of Business, Economics and Law** (no report)
- 6.2 Faculties of Culture and Society and Te Ara Poutama** (no report)
- 6.3 Faculty of Design and Creative Technologies**
A report on the Faculty of Design and Creative Technologies Learning and Teaching Committee meeting held on 16 June 2021 was received.
- 6.4 Faculty of Health and Environmental Sciences** (no report)
- 7 Auckland University of Technology Ethics Committee (AUTEC)** (no report)
- 8 Universities New Zealand – Te Pōkai Tara and other external bodies**
- 9 Membership of Committees of Academic Board**
- *10 Members' Business**
- *10.1 A paper from the Deputy Vice-Chancellor was received.
It was resolved:
THAT Academic Board approve the inclusion of a clause in the regulations for Bachelor's Degrees with Honours to clarify that honours awarded are established using the 120 points at the highest level of the qualification unless otherwise specified in the individual programme regulations.
- Moved Professor K McPherson, Seconded Dr R Johnson*
- *10.2 A paper titled 'The UN Global Compact and AUT' was received. Professor Gledhill outlined the advantages and disadvantages of being a member of the UN Global Compact under which member corporations undertake to abide by ten principles governing human rights, labour, the environment and anti-corruption. Discussion included the extent of audits in relation to partnerships and the benefit to the University in comparison to other accreditations. It was agreed that further information about the implications and obligations that would be involved in becoming a participant or signatory would be sought and provided to a later meeting.
- 11 Open Session/Debate**

Date of next meeting 30 August 2021, Agenda closes 20 August

Academic Board Report to Council

Meeting held via Teams 30 August 2021

In place of usual business key people updated Academic Board on Covid-19 related matters. Recommendations put forward for Chair's Action will be ratified at a later meeting.

Covid-19 Update

Updates were provided on action being taken in relation to:

- Response and coordination
- Academic response and assessment
- Research
- Student matters
- Staff Matters

ACADEMIC BOARD – UNCONFIRMED MINUTES

Meeting held on 30 August 2021
10.00 am – 11.00 am, via Teams

1. Present

D McCormack (Chair), Associate Professor H Buckley, K Carrington, Dr Y Chan, Dr D Channings, Associate Professor L Chile, Professor H Cooper-Thomas, K Cornthwaite, M Cunningham, Professor B Doolin, W Fraser, A Gale, Professor K Gledhill, Dr W Goodsir, Professor J Gutierrez, Professor J Haar, Associate Professor N Harris, Dr A Haxell, Associate Professor E Henry, Professor E Hinckson, R Hogg, Professor P Hume, Professor W Ings, Dr R Johnson, Professor M Jones, M Kanara, Associate Professor B Kehrwald, Professor P Keiha, J Kelly, Professor T Lie, Professor G Littlefair, Professor T Maloney, Professor S Mazer, Professor J McAra-Couper, Professor K McPherson, Professor G Morris, Professor A Oo, Professor M Orams, Professor G Pacheco, Professor J Paterson, H Pryor, S Ratcliffe, C Redmond, Dr F Reid, J Scarbrough, Dr S Shaw, D Sinfield, M Skinner, Associate Professor P Skov, K Tairi, Professor F Tan, Professor A Tourani-Rad, Dr A Vujnovich, Professor C Walker, Professor M Waring, L Williams, Dr A Withell, Professor D Wilson, B Wooliscroft, C Yu

2. Apologies

Dr R Ellis, Professor W Hope, Dr L Lewis, Associate Professor F Palmer, Professor J Raine, M Skinner (early departure)

3. In attendance

L Baragwanath, S Bell, L Bishara, B Bundy, A Burrows, P Fleming, L Gosling, W Ho, T Richardson, R Shrigley, M Smart, R Stewart, O Weatherup (Minutes)

The Vice-Chancellor opened the meeting by explaining that in place of usual business key people would update Academic Board on Covid-19 related matters. Recommendations put forward for Chair's Action will be ratified at a later meeting.

A. VICE-CHANCELLOR'S UPDATE

- Congratulations were extended to Professor P Moon, the University's first applicant to be approved for the award of Doctor of Literature.
- An AACSB reaccreditation panel recently completed its work within the Business School including talking to students, staff and external stakeholders. Although final confirmation is not expected until late January 2022, the panel's findings were most complimentary and the Vice-Chancellor commended all those within the faculty who contributed to the process.
- Times Higher Education rankings for this year will be made available on 2 September. Outcomes for the University look positive.

B. COVID-19 UPDATE

• Response and coordination

L Gosling provided an overview of actions taken since the community case of Covid-19 was announced on 17 August, noting that the Emergency Management team have been on standby for such a situation

for some time. The campus lockdown was relatively smooth and processes are in place for staff to retrieve essential items if necessary. There has been considerable liaison with the Auckland Regional Public Health Service (ARPHS) given AUT students have tested positive. The University has used information drawn from Arion, the timetabling system, wifi records and AUT apps to assist with contact tracing.

- **Academic response and assessment**

Professor Littlefair referred to the following five principles (provided in the meeting chat) which are based on what was put in place in 2020 and should give connectivity across the University and ensure people are 'on the same page'. Considerable detail sits under the overarching principles.

1. we work collaboratively to get our students successfully through the academic year - prioritising where necessary those students due to graduate in 2021.
2. we recognise that online / remote delivery mode may require adjustments within particular courses; such adjustments will be proposed, approved, and recorded by Heads of School and School Registrars (or delegated authority). For students where practical learning is a required/key aspect of their course of study that these practical learning activities will be rescheduled using the delegated approval process.
3. we focus on the learning outcomes for every course and how we can best assess those in online / remote delivery mode.
4. we ascertain if assessment events remain appropriate for online / remote delivery mode and, if necessary, adjust them following the process in point (2) above.
5. we recognise the difficulties that students are facing under the COVID-19's alert levels and commit to removing barriers to their progression and accommodate students that need extra time.

The enrolment period for courses can be extended to 17 December 2021 which will enable students to complete practical work and clinical and other placements. Decisions around this will be at the local level, course by course. Graduation has been rescheduled to January 2022 with the 24th and 25th provisionally booked. The Special Consideration Covid tab has been reintroduced for applications for a 5-day extension..

Feedback from faculties and altLAB has been that the transition to online delivery has been very smooth. Positive feedback has also been received from students.

- **Research**

The Deputy Vice-Chancellor provided an update document re MBIE, Marsden and HRC via the meeting chat and confirmed that no research other than that connected to Covid-19 can be undertaken under Level 4. Whilst funders are being flexible in looking at extensions, none have been confirmed to date. Researchers were encouraged to talk to their line manager or the RIO team if they have concerns related to research, bearing in mind that last year people were asked to undertake a risk evaluation of concerns as a starting point for looking at solutions. Level 3 will allow some research to proceed and staff will be updated in due course following TEC advice.

Points raised by Academic Board members included: whether consideration will be given to the impact of the lockdowns on early career researchers in relation to research outputs and PBRF portfolios; projecting clarity and hope about future opportunities to pipeline future early career academics; dispensation for staff and students where candidates are submitting theses for examination or drafts for review given turnaround times may be longer; the Graduate Research School is committed to being as flexible as possible within the regulations e.g. use of extensions and leave of absence; the need for a holistic approach taking knock-on effects into consideration; and, staff workload should be considered at the School level.

- **Student matters**

J Scarbrough outlined the wellbeing and welfare approach to supporting students affected by Covid-19, their whanau as well as all other students. All student communications can be viewed on the AUTi site under Covid-19 staff announcements – supporting students.

Other updates provided included: 96 students are currently isolating in student accommodation; accommodation charges will be waived for residents who have vacated if they are absent for more than two weeks; the debtors process has been suspended for 10 days; all other student administration such as 2022 admissions is continuing; a semester break activity programme is being launched; and, staff were encouraged to direct students needing hardship support to the Student Hub.

It was clarified that where an AUT student or staff member tests positive or is identified as a close contact due to a link to AUT, the University is notified by ARPHS however, those who test positive or are identified as close contacts from a different setting may not have been notified to the University. It is therefore important that any affected staff or students register using the AUT covid-19 form so that follow-up support and help-can be provided. It was confirmed that people transferred to quarantine have time to collect resources (including their computer etc.) and have access to wifi in their rooms. They are being closely monitored and supported academically.

- **Staff Matters**

B Bundy reported that protocols developed during previous lockdowns have been reactivated and communicated. To date 181 staff have completed Covid-19 forms, 14 are isolating after being contacted by ARPHS and 53 are isolating by choice. People and Culture are looking at how bubbles at level 3 might operate.

The Vice-Chancellor urged staff to get vaccinated as quickly as possible in order to reduce risk and improve health outcomes when a return to campus is possible. The University has applied to participate in the employer vaccination programme but staff should not rely on this being approved.

Low contact Fridays have been reintroduced and the number of all staff emails re Covid will be reduced although anything important will, of course, be communicated as soon as possible.

- **Questions and discussion**

The following comments were made: AUT Live 2021 will be online; students are looking out for one another and there has been significant concern expressed for fellow students; and, a call for expressions of interest from those wishing to apply for the role of chair of the Ethics Committee is about to be made - anyone interested can contact Dr Vujnovich or Professor McPherson to discuss.

Date of next meeting 27 September 2021, Agenda closes 17 September



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| Part A OPEN AGENDA ITEM | 8.1 |
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Council Agenda Paper

Subject: EMAIL FROM DR JUDY MCGREGOR DATED 29TH JULY 2021

Date: 29 July 2021

RECOMMENDATION:

THAT COUNCIL RECEIVE THE EMAIL FROM DR JUDY MCGREGOR DATED 29TH JULY 2021

From: Judy McGregor <judy.mcgregor@aut.ac.nz>
Date: 29 July 2021 at 2:22:47 PM NZST
To: Rob Campbell <rob.campbell@aut.ac.nz>
Subject: Thank you

Tena koe, Rob, Just a short note to thank the AUT Council for making me an Emeritus Professor. I very much appreciate the gesture. As we move forward with health reforms and pandemic responsiveness it will be essential for the health sector to have closer relationships with tertiary education health providers, especially if international labour supply chains are disrupted for several years. I hope to keep in touch with AUT on health workforce issues as time goes by. Thank you again and I would ask that my thanks be passed onto Council members.
Ngā mihi ano , Judy McGregor.

Dr Judy McGregor | Board Chair
Waitematā DHB
Level 2, 15 Shea Terrace, Takapuna
m: 021431391
www.waitematadhb.govt.nz



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| Part A OPEN AGENDA ITEM | 9.2 |
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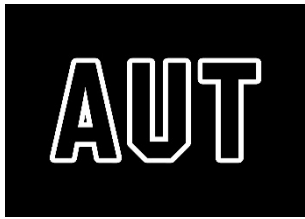
Council Agenda Paper

Subject: **2022 COUNCIL MEETINGS SCHEDULE**

Date: 17 September 2021

RECOMMENDATION:

THAT COUNCIL RECEIVE AND APPROVE THE 2022 COUNCIL MEETINGS SCHEDULE



COUNCIL 2022 MEETINGS SCHEDULE

| | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC |
|--|--------|--------|-----|--------|-----|-------|-----|-------|----------------------------|-----|----------------------------|
| AGENDA DEADLINE – FRIDAY (for the following meetings) | 11 Feb | 11 Mar | | 13 May | | 8 Jul | | 9 Sep | 21 Oct | | 25 Nov |
| COUNCIL PEOPLE AND CULTURE COMMITTEE MONDAYS 12:00 PM – 2:00 PM | 21 | - | - | 23 | - | 18 | - | - | 31 11:00 am -1:00 pm | - | - |
| COUNCIL FINANCE AND AUDIT COMMITTEE MONDAYS 2:00 PM – 4:30 PM | 21 | 21 | - | 23 | - | 18 | - | 19 | 31 1:00 pm -3:30 pm | - | 05 11:30 am -2:00 pm |

| | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC |
|---|--|-----------------------|-----|------------------------|---------------------|------------------------|---------------------|-----------------------|------------------------|-----|-----------------------|
| AGENDA DEADLINE – FRIDAY (for the following meetings) | 18 Feb | 18 Mar | | 20 May | 17 June | 15 Jul | 19 Aug | 16 Sept | 21 Oct | | 25 Nov |
| CHANCELLOR'S COMMITTEE ON MĀORI AND PACIFIC MATTERS MONDAYS 1:00 PM-2:00PM | - | 28 AUT City | | 30 AUT South | - | 25 AUT North | - | 26 AUT City | - | - | - |
| COUNCIL WORKING GROUP MONDAYS 2:00 PM – 3:30 PM | 28 AGM AUT City 1.30 pm- 2.30 pm | 28 CWG AUT City | | 30 CWG AUT South | - | 25 CWG AUT North | - | 26 CWG AUT City | - | - | 05 CWG AUT City |
| FORMAL COUNCIL MEETING MONDAYS 3:30 PM – 6:00 PM | 28 CM AUT City | 28 CM AUT City | | 30 CM AUT South | 27 SCM* (TBC) | 25 CM AUT North | 29 SCM* (TBC) | 26 CM AUT City | 31 SCM* AUT City | - | 05 CM AUT City |

*SCM: Special Council Meeting Council Members are requested to keep this date free for any Special Council Meetings as required. - : No Meeting