

TE WHARE WĀNANGA O TE ŪPOKO O TE IKA A MĀUI



Te Kawa a Māui

Faculty of Humanities and Social Sciences

MAOR 125

Special Topic: Māori Cultural Practices for Professionals

Course Reference Number (CRN): 14310

Course Value: 20 points

Trimester 3 2013



1 IMPORTANT DATES

| | |
|---------------------------------|--|
| Teaching dates | 19 November to 19 December |
| Last assessment item due | 19 December |
| Withdrawal dates | Refer to www.victoria.ac.nz/students/money/withdrawals-refunds |
| Aegrotats | For provisions about aegrotat passes, refer to the link for 'Aegrotats' under 'Other Important Information' in section 9 below. |

2 COURSE ORGANISATION

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| 2.1 Course Coordinator | Peter Adds Room 204 48 Kelburn Parade Telephone 463 5158 E-mail Peter.Adds@vuw.ac.nz |
| Office Hour | Tuesday and Thursday 11:00am |
| 2.2 Lectures | |
| Tuesday and Thursday | 5:10pm – 7:00pm Wharenui, Te Tumu Herenga Waka (MR101) Te Herenga Waka Marae, 46 Kelburn Parade |
| 2.3 Class Representative | The MAOR 125 class representative is a channel through which VUWSA can liaise with the Course Coordinator on behalf of students. The class representative will be elected at the first lecture. That person's name and contact details will be given to VUWSA, the Course Coordinator and the class. |
| 2.4 Communication of Additional Information | Notices and course information about MAOR 125 will be posted on the notice board at 48 Kelburn Parade, and made available through Blackboard. |

3 COURSE PRESCRIPTION AND LEARNING OBJECTIVES

3.1 Course Prescription

This course prepares students to enter the workforce equipped to understand and deal with the challenges of engaging with the Māori world and Māori stakeholders. It focuses on basic Māori language skills, workplace Treaty issues, and operating appropriately and effectively in the context of a marae or Māori meeting.

3.2 Course Learning Objectives (CLOs)

Students who pass this course will be able to:

- 1 correctly pronounce and understand a range of selected Māori words
- 2 perform and respond to Māori greetings
- 3 participate actively in a marae pōhiri or mihi whakatau situation, and
- 4 know the role and place of the Treaty of Waitangi in workplace situations.

3.3 Lecture Schedule

Lectures will be relatively interactive, and allow opportunity for discussion and practice of learnt skills. The following schedule is provisional only. Any modifications will be notified to students as the course progresses. If changes to the dates of tests result from such modifications, students will be given notice on the course Blackboard site. Please note that a number of classes will include assessments in a range of activities.

| Session | Date | Session Content | Assessment |
|---------|--------|--|-----------------------------|
| 1 | 19 Nov | Pōhiri and Introductions Workplace Practice Pre-Test Dr Arama Rata and Awanui Te Huia | |
| 2 | 21 Nov | Greetings and Pronunciation Basics Karakia, Waiata and Pōhiri Theory Mike Ross | |
| 3 | 26 Nov | The Treaty of Waitangi and The Workplace Assoc. Prof. Peter Addis | Vocab Test (10%) |
| 4 | 28 Nov | Māori Customary Concepts and Values Assoc Prof Peter Addis | |
| 5 | 3 Dec | Ngā Mihi – Introductions Assoc. Prof. Rawinia Higgins | Pronunciation Test (10%) |
| 6 | 5 Dec | Crown Treaty Responsibilities Dr Maria Bargh | |
| 7 | 10 Dec | Maori Place Based Values and Issues Dr Ocean Mercier | Essay Due (30%) |
| 8 | 12 Dec | Engaging with Māori Communities Dr Maria Bargh | |

| | | | |
|----|--------|--|------------------|
| 9 | 17 Dec | Mihi Assessment and Workplace Practice Post-Test Dr Arama Rata and Awanui Te Huia | Mihi Test (20%) |
| 10 | 19 Dec | Final Test (1 hour) Class Conclusions with Kai All Staff | Final Test (30%) |

3.4 Workload

For almost all students, a high level of attendance is necessary for success in this course. For this reason, students will be required to attend at least 75% of the classes. Attendance will be recorded by the lecturer. Arrivals more than 15 minutes late will count as absences. No extra absences will be allowed for illness or bereavement except in very extraordinary circumstances.

The standard Faculty workload for a 20-point course applies. This equates to 200 hours in total, or 13-14 hours per week (including the scheduled classes). A suggested breakdown of those hours is as follows:

- attendance at classes: 4 hours/week
- mastery of material: 16 hours/week (spent on key readings, revising lecture material, and completing exercises as required)
- revision for test: 10 hours/week, and
- assignments: 50 hours total.

4 SET TEXTS

4.1 Set Text

There is no set text for this course. Each of the classes are associated with particular readings, which will be available on Blackboard.

4.2 Academic Writing Guide

Students will be required to make their written work conform to the standards for referencing set out in:

Te Kawa a Māui, 2012. *Te Ara Poutama*. Wellington: Victoria University. You can download your own copy of this writing guide from Blackboard. Hard copies of this are available from the School Office at 50 Kelburn Parade free of charge.

5 ASSESSMENT

5.1 Submission of Course Work

All work for this course MUST be posted in the Assignment Box, Māori Studies Office, 50 Kelburn Parade. All assignments are registered in the Māori Studies Office. DO NOT hand work to the Course Coordinator, email work to the Coordinator, or leave assignments under the Coordinator's door. You are required to keep a copy of your work.

Please attach the standard cover sheet for Te Kawa a Māui assignments. Hard copies of this are available by the Assignment Box, and an electronic version is available on Blackboard.

5.2 Return of Work

Where possible, marked work will be returned to students in class. If a student is absent, or if work is returned in non-teaching periods, students will be notified of its availability via Blackboard, and it can be collected from the School Office at 50 Kelburn Parade. Students can collect their marked work Monday to Friday between the hours of 9:00am – 4:00pm only. Work cannot be given back outside of these times.

5.3 Written Work in Te Reo Māori

You are reminded that if you wish to submit written work in te reo Māori, you must advise the Course Coordinator of this at the outset of the course. A suitable linguistic terminology for most relevant aspects of Māori can be found in:

Barlow, Cleve, 1990. *Me Ako Taatou i te Reo Maaori*. Auckland: Uniprint.

5.4 Assessment Components

This course is fully internally assessed, and has 6 components:

| Assessment | Value | Due Dates | Link to Course Learning Objectives (CLOs) |
|------------------------|-------|---|---|
| Vocab Test | 10% | In class: 26 Nov | CLO: 1 |
| Pronunciation Test | 10% | In class: 3 Dec | CLO: 1 |
| Essay (2,000 words) | 30% | Assignment Box (50KP) by 5:00pm on 10 Dec | CLO: 3, 4 |
| Mihi Test | 20% | In class: 17 Dec | CLO: 2, 3 |
| Final Test | 30% | In Class: 19 Dec | CLO: 2, 3, 4 |

5.5 Essay

Students are required to complete a 2,000 word essay by 10 December. Essays should be properly formatted in the style outlined in *Te Ara Poutama*. The essay topics will be posted on Blackboard when available.

5.6 General Assessment Requirements

All components of the course assessment must be satisfactorily completed to meet course requirements.

To pass the course, the student must attain at least 50% when the marks for all components of the assessment are combined in the proportions specified above, **and** meet the mandatory requirements as specified below.

6 POLICY ON EXTENSIONS AND PENALTIES

6.1 Extensions for the assignments will be granted only when there are extenuating circumstances. You must contact the Course Coordinator before the due date.

Work submitted late will be penalised by 5% for each day. The penalties will be strictly applied.

Note: Lack of planning and organisation is not an extenuating circumstance, and neither is having too much work for other courses or in your regular employment.

All work for this course is scheduled to be completed by 19 December. Only in the case of individual extensions will the commitments for MAOR 125 extend beyond the course teaching dates.

6.2 Missed Tests

If you miss a test or assessment submission deadline through circumstances beyond your control, you must contact the Course Coordinator (beforehand if possible, or as soon as possible afterwards). In such cases, alternative arrangements will be made, and there will be no penalties.

If you miss a test inadvertently, you should contact the Course Coordinator immediately. Possible remedies and any penalties will be considered on a case by case basis.

7 MANDATORY COURSE REQUIREMENTS

In addition to achieving an overall pass mark of 50%, students must:

- complete all tests and submit all assignments (subject to section 6.2 above).

8 STUDENTS WITH DISABILITIES

The University has policies for supporting students with disabilities, particularly with regards to examinations and assessments. Contact the Course Coordinator if you feel this applies to you.

9 OTHER IMPORTANT INFORMATION

The information above is specific to this course. There is other important information that students must familiarise themselves with, including:

- **Academic integrity and plagiarism:**
www.victoria.ac.nz/home/study/plagiarism
- **Aegrotats:**
www.victoria.ac.nz/home/study/exams-and-assessments/aegrotat
- **Academic progress:**
www.victoria.ac.nz/home/study/academic-progress
(including restrictions and non-engagement)
- **Dates and deadlines:**
www.victoria.ac.nz/home/study/dates
- **FHSS Student and Academic Services Office:**
www.victoria.ac.nz/fhss/student-admin
- **Grades:**
www.victoria.ac.nz/home/study/exams-and-assessments/grades

- **Resolving academic issues:**
www.victoria.ac.nz/home/about/avcacademic/publications2#grievances
- **Special passes:**
www.victoria.ac.nz/home/about/avcacademic/publications2#specialpass
- **Statutes and policies:**
www.victoria.ac.nz/home/about/policy
(including the Student Conduct Statute)
- **Student support:**
www.victoria.ac.nz/home/viclife/student-service
- **Students with disabilities:**
www.victoria.ac.nz/st_services/disability
- **Student charter:**
www.victoria.ac.nz/home/viclife/student-charter
- **Student contract:**
www.victoria.ac.nz/home/admisenrol/enrol/studentcontract
- **Turnitin:**
www.cad.vuw.ac.nz/wiki/index.php/Turnitin
- **University structure:**
www.victoria.ac.nz/home/about
- **VUWSA:**
www.vuwsa.org.nz