

Te Poari Akoranga (Academic Board) MINUTES – Open

Wednesday, 13 April 2022

Minutes

These are the Open minutes of a meeting of Te Poari Akoranga held on Wednesday, 13 April 2022 at 10.00am, online via Microsoft Teams.

Present

Te Poari Akoranga Members

Jeanette Grace (Co-Chair)	Lorna Gilliespie
Angela Beaton (Co-Chair)	Liz McKenzie
Linda Aumua	Doug Pouwhare
Te Urikore Biddle (Lateness)	Sue Smart
Mary-Liz Broadley	Natalie Waran
Glynnis Brook	Deborah Young
Neil Carroll	Skyla Flowers
Greg Durkin	

Jeanette Grace chaired the meeting.

In Attendance

Jeanette Fifield (Academic Governance Coordinator, Te Pūkenga).
Julia Parrott (Kaikōkiri Approvals, Academic Delivery and Innovation, Te Pūkenga) Item 6.
David Tipene-Leach (Research Professor, EIT) Item 7.
Diane Lithgow (Co-chair, Te Ohu Whakahaere Approvals) Item 12.
Fiona Beals (Co-chair Te Ohu Whakahaere Rangahau Māori Research and Postgraduate) Item 13.
David Tipene-Leach (Co-chair Te Ohu Whakahaere Rangahau Māori Research and Postgraduate) Item 13.

Quorum

The Chair noted that a quorum of members was present at the meeting and declared the meeting open.

Karakia Tīmatanga

The Chair welcomed everyone to the meeting and opened the meeting with a karakia.

Whanaungatanga

The Chair welcomed Skyla Flowers (Learner Advisory Committee representative) to the meeting. Skyla Flowers introduced herself to the committee. She replaces Dahrian Watene.

Open Minutes

1. Open Minutes of the Previous Meeting

1.1 Scheduled Meeting

Scheduled Meeting – 9 March 2022. Minor corrections noted.

Resolution:

Te Poari Akoranga approved the minutes of the open meeting of Te Poari Akoranga held on 9 March 2022, as a true and accurate record of the meeting.

Moved: Sue Smart

Seconded: Deborah Young

CARRIED

2. Te Pūkenga March 2022 Council Meeting

The members received a verbal update.

3. Projects - Academic Delivery and Innovation

The members received a verbal update and overview of projects occurring in Academic Delivery and Innovation.

- unification of programmes
- development of the Quality and Academic Regulatory Framework
- development of approvals systems and processes
- draft Research Ethics Framework
- implementation of plans and interim solutions to support 'Early Movers'.

4. Collaboration between Te Pūkenga and Work Development Councils (WDCs)

The members received the report from the Kaikōkiri Director Strategic Partnerships, which provided an update of a meeting held with General Managers of WDCs which included:

- collaboration between Academic Delivery and Innovation, Te Pūkenga, WDCs and NZQA
- roles and responsibilities including programme endorsement, approval process
- programme unification
- sharing of processes
- communication strategy.

5. Quality and Academic update Te Kawa Maiooro

The members received the report from the Kaikōkiri Quality, which provided a summary update of mahi undertaken by seven working groups supporting the development of the framework.

1. Enrolment
2. Recognition of Knowledge and Skills (RPL/CRT)
3. Assessment
4. Learning and Teaching
5. Concerns, Complaints and Appeals
6. Learner Integrity
7. Graduation

6. Approvals systems and processes update

The Chair welcomed the Kaikōkiri Director Approvals to the meeting. The members received a presentation and verbal update on:

- NZQA matters in relation to application of approvals and accreditation for unifying programmes, new Te Pūkenga programme approval and accreditation, delivery sites, review of requirements level 7 and above programmes by end of April. Conversations still need to be held in relation to an approval process through Te Hono o Te Kahurangi. Te Pūkenga are requested to guide direction and clarity of questions that will inform these conversations
- the members requested an update on Mātauranga Māori NZQCF conversations being held by NZQA – to be followed up (with invitation to Eve McMahon and colleagues at NZQA)
- programme unification - the members received a list of programmes for delivery in 2023 noting the scope of work that will need to be completed within these timeframes for 2023 delivery, and that these may not fully align with usual operational preparation deadlines within individual subsidiaries
- Mātauranga Māori - development of a self-reflection tool of a programme's maturity of the Inclusion of Mātauranga Māori. The tool will be incorporated in the approvals process, once finalised.

The Chair thanked J Parrott for her attendance.

Actions

1. J Fifiel to invite Eve McMahon and colleagues from NZQA to attend Te Poari Akoranga to discuss the NZQCF consultation (including Mātauranga Māori aspects).
2. J Fifiel to invite Layelin Stewart and Ben Ngaia to attend Te Poari Akoranga to discuss the development of a self-reflection tool of a programme's maturity regarding the inclusion of Mātauranga Māori.

7. **Research Ethics Framework**

The Chair welcomed Dr David Tipene-Leach, EIT. The members received a presentation and verbal update of the draft Te Pūkenga Research Ethics framework from N Waran and D Tipene-Leach, EIT.

The framework follows a three stage process and is moving through Stage 1 and onto Stage 2.

Stage 1: Development of ethics framework to guide research and research processes (as well as an Animal Ethics framework)

Stage 2: Test and modify the proposed working framework

Stage 3: Develop the operational processes required for use of the framework
Implementation 1 January 2023

The members received a verbal update of Te Pūkenga Ethics framework.

8. **Animal Ethics Code**

The members received an introduction and presentation of the draft Animal Ethics Code. Developments are progressing as planned against agreed milestones. The members thanked the project team for the collaborative development undertaken and the connections made with workstreams across the network.

The Chair thanked D Tipene-Leach for his attendance.

9. **Te Ohu Whakahaere Quality, Te Ohu Whakahaere Approvals, Te Ohu Whakahaere Rangahau Māori, Research and Postgraduate**

The members received the approved membership lists of ngā ohu whakahaere.

10. **Te Poari Akoranga | Ngā Ohu Whakahaere**

The members discussed guidance and support to ngā ohu whakahaere as operational processes are embedded.

Discussion included:

- operational processes
- reporting to Te Poari Akoranga (minutes and verbal updates)
- receiving recommendations from ngā ohu whakahaere
- communication to inform work undertaken by ngā ohu whakahaere
- socialisation of communications and items of interest to the wider network
- consultation and connections between ngā ohu whakahaere and wider network

Action:

The Academic Governance Co-ordinator will provide to the Co-chairs outcomes of conversations and decisions, to report back to ohu, as applicable.

11. Te Ohu Whakahaere Quality

The Chair welcomed Te Ohu Whakahaere Co-chair who provided a verbal update to the members of ohu activity including:

- inaugural meeting held on 6 April 2022
- resignation received from member J Smith, Northtec
- Te Poari Akoranga will appoint Co-chair to meet the Terms of Reference
- Te ohu questioned the use of the word 'academic' as appropriate in the current Terms of Reference, as they were unsure if this Ohu had oversight of all of Te Pukenga for quality functions.

Action

A Beaton and D Young to have a further conversation on the use of the word 'academic' as appropriate in the current ToR.

12. Te Ohu Whakahaere Approvals

The Chair welcomed Te Ohu Whakahaere Approvals Co-chairs who introduced themselves to the members and provided a verbal update of ohu activity including:

- discussions held between te ohu Co-chairs regarding their responsibilities
- inaugural meeting held on 12 April 2022 which included discussions on:
 - Programme development
 - Programme unification
 - Compliance checks (NZQA, TEC, Regulatory Bodies)
 - Meeting schedule dates 2022.

The Chair thanked Co-Chair D Lithgow for her attendance.

13. Te Ohu Whakahaere Rangahau Māori, Research and Postgraduate

The Chair welcome Te Ohu Whakahaere Rangahau Māori, Research and Postgraduate Co-chairs who introduced themselves to members and provided a summary overview of their experience in the sector. A preparatory meeting with Co-chairs of Te Ohu and Co-chairs of Te Poari Akoranga has been held. A date for their inaugural meeting is yet to be scheduled.

The Chair thanked Co-chairs, D Tipene-Leach and F Beals for their attendance.

Formal Motion for Moving into the Closed session

The Chair moved the formal motion to move into the Closed session.

Resolution:

IT WAS RESOLVED THAT TO THE EXTENT THAT THE LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987 (LGOIMA) MAY APPLY, THE PUBLIC BE EXCLUDED FROM THE CLOSED SESSION OF THE MEETING IN ACCORDANCE WITH SECTION 48(1) OF LGOIMA AND THE PARTICULAR INTERESTS PROTECTED BY SECTION 9 OF THE OFFICIAL INFORMATION ACT 1982 (SPECIFICALLY, TO PROTECT THE PRIVACY OF NATURAL PERSONS AND TO PROTECT INFORMATION WHERE THE MAKING AVAILABLE OF SUCH INFORMATION WOULD BE LIKELY UNREASONABLY TO PREJUDICE THE COMMERCIAL POSITION OF TE PŪKENGA, WHICH WOULD BE PREJUDICED BY THE HOLDING OF THE RELEVANT PARTS OF THE PROCEEDINGS OF THE MEETING IN PUBLIC.

Moved: Greg Durkin

Seconded: Mary-Liz Broadley

CARRIED

The Open session closed at 12.05pm.