

# Te Poari Akoranga MINUTES

10 March 2021 from 10am – 1pm, via Zoom

(Note: changed to online via Zoom due to the changing COVID-19 alert levels)

## WELCOME AND ATTENDANCE

Karakia timatanga

Chair welcomed everyone to the online meeting.

Whanaungatanga

### Present

Dr Angela Beaton (Co-Chair), Dr Shane Edwards (Co-Chair), Greg Durkin, Lorna Gillespie, Jeanette Grace, Oonagh McGirr, Kieran Hewitson, Nita Hutchinson, Sue Smart, Deborah Young, Glynnis Brook, Natalie Waran, Neil Carroll.

### In Attendance

Stephen Town (Chief Executive, Te Pūkenga) - *till 12pm*, Phil Alexander-Crawford (Te Pae Tawhiti Internal Integration & QA Lead, Te Pūkenga) - *from 10.45am to 11.30am*, Kelly Hynes (Minute taker).

### Observer

Chris Williams, Wintec

### Absent

Luana Te Hira

## 1. Minutes of the Previous Meeting

### 1.1 Scheduled Meeting

Scheduled Meeting – 17 February 2021

#### Resolution

*Moved by Nita Hutchinson, seconded by Sue Smart*

Te Poari Akoranga resolved that the minutes of Te Poari Akoranga meeting held on 17 February 2021 were approved as a true and accurate record.

### 1.2 Matters Arising – Previous action items

|        | Detail  | Owner    | Status      |
|--------|---|----------|-------------|
| 0820-2 | Communications to CEs, Academic Managers and Subsidiary Academic Committees to establish interim staff and learner voice<br><i>Planning for interim forums starting in 2021 and how to ensure a strong Māori voice from the subsidiaries.<br/>Communications drafted and being finalised to send.</i>   | KH/AB    | In progress |
| 0920-2 | ITO Learner nominations – Interim staff and student voice.<br><i>ITOs are transitioning at different rates. Currently no mechanism for exploring what representation could look like. Suggestion from ITO members to put on hold and pick up when Transitional ITOs are part of Te Pūkenga.<br/>Discussion to occur with Tania Winslade, DCE Learner Journey and Experience, around options for working together on inclusion of interim ITO student voice.</i> | LG/GD/AB | On hold     |



|        | Detail  | Owner    | Status                          |
|--------|---|----------|---------------------------------|
| 1220-1 | Relevant people to be invited to a future meeting to discuss collaboration between Te Pūkenga and WDCs.<br><i>Following up around indicative timeframes.</i>  | AB       | Per WDC establishment timelines |
| 0221-3 | Te Poari Akoranga Terms of Reference to be amended further to feedback from this meeting and recirculated for email voting for endorsement from Te Poari Akoranga, before submission to Te Pūkenga Council.<br><i>TOR submitted to March Council meeting. Further amendments being incorporated prior to approval. Final TOR will be shared with Te Poari Akoranga.</i> | AB       | Complete                        |
| 0221-4 | To provide a monthly update to Te Poari Akoranga on the Regulating for Excellence workstream.<br><i>Monthly updates on the Academic and Delivery Innovation workstreams being provided from March 2021.</i>   | KO/FM    | Complete                        |
| 0221-5 | To provide a monthly update to Te Poari Akoranga on the Ako Learning and Teaching Directions workstream.<br><i>Monthly updates on the Academic and Delivery Innovation workstreams being provided from March 2021.</i>  | OM/AB    | Complete                        |
| 0221-6 | To provide a monthly update to Te Poari Akoranga on the Product Development and Communities of Practice workstream.<br><i>Monthly updates on the Academic and Delivery Innovation workstreams being provided from March 2021.</i>   | JT/KO/AB | Complete                        |
| 0221-7 | Operating Model – future agenda item.<br><i>Agenda item for this meeting (March 2021).</i>  | PA-C     | Complete                        |
| 0221-8 | Te Pae Tawhiti overall/themes report – future agenda item.  | PA-C     | April meeting                   |

## 2. February Academic Report to Te Pūkenga February Council Meeting

Council received the February Te Poari Akoranga report. The key updates for Council from the February Te Poari Akoranga meeting were noted.

Council discussed the proposed Terms of Reference (ToR) for Te Poari Akoranga submitted for approval. Minor changes important for clarification to be made, including some wording amendments and inclusion of more context. Changes will be made in liaison with Ana Morrison DCE Partnerships and Equity and Tania Winslade DCE Learner and Journey Experience and provided back to Council for approval.

## 3. Draft Te Poari Akoranga Tikanga

Revised draft Te Poari Akoranga Tikanga Whakahaere / Operating Procedures tabled, inclusive of amendments from committee input prior to the meeting. Discussion and feedback included:

- Amendments to wording regarding workshop outlines
- Clarification requested on procedures for staff and public attendance
- Re-consideration of timing for distribution of agenda and workshop papers – to balance time for committee to review in advance with currency of information
- Review/check schedule for meetings alongside Council meetings and reporting requirements
- Future consideration to the frequency of meetings, as focus changes from transitional to operating space and sub-boards are introduced
- Te Poari Akoranga sub-working party to be established to clarify the role of existing local academic committees (Komiti akoranga-a-rohe) and how these will work and interface with Te Poari Akoranga through 2021 and 2022 to meet our current delegated roles and functions



requirements, and to ensure the most effective use of network capability and capacity. Committee members to indicate interest in being involved.

- Noted that the current TITO academic board system is quite different compared with that of subsidiary ITPs.

*Actions: Te Poari Akoranga Tikanga to be amended further to feedback from this meeting and following: review/checking of the schedule for meetings alongside Council meetings and reporting requirements; reconsideration of timings for distribution of agenda and workshop papers; clarification on procedures for staff and public attendance at meetings.*

*Updated Te Poari Akoranga Tikanga to be re-tabled at a subsequent meeting (AB/SE).*

*Action: Te Poari Akoranga sub-working party to be established to clarify the role of existing local academic committees (Komiti akoranga-a-rohe) and how these will work and interface with Te Poari Akoranga through 2021 and 2022 to meet current delegated roles and functions requirements, and to ensure the most effective use of network capability and capacity (AB/SE/KH).*

#### **4. Operating Model Co-Design Update**

Phil Alexander-Crawford presented an update on the operating model co-design mahi, and processes currently underway for capturing input, ideas, and feedback.

A co-design team has been formed, with the voices of learners, employers, communities, focused on the lived experience. Alongside this, a set of reference groups have been formed, who represent a wide range of interests in vocational education.

Te Poari Akoranga has been identified as one of the reference groups. The job of a reference group is to bring their diverse perspectives and expertise to provide design ideas and critique, mainly via a digital engagement platform.

Te Poari Akoranga has been invited to provide input throughout, including to:

- respond to the design opportunities with comments and ideas (mid-March)
- respond to the service concepts, including any thoughts on how we would bring these to life (mid-April)
- contribute in a targeted meeting where reference group expertise will be leveraged to understand the operational enablers for service concepts (Early May)

*Actions: Te Pūkenga Opportunity Statement Response Template to be sent to members for consideration and provision of written feedback. Zoom discussion option also to be arranged. Feedback to be collated and synthesised to provide a collective Te Poari Akoranga input (KH/SE).*

#### **5. Te Pae Tawhiti – Te Poari Akoranga feedback**

Shane Edwards presented the collated Te Pae Tawhiti feedback from Te Poari Akoranga.

Further to discussion, it was agreed for the following to be added/amended:

- Potential gaps – voice of industry not strongly articulated
- Other comments – replace positivist with positive
- Potential gaps – Te Poari Akoranga recommends including an articulation of terms within the context of Te Pūkenga

*Resolution:*

Moved by Kieran Hewitson, seconded by Oonagh McGirr.

Subject to the above additions/amendment, Te Poari Akoranga resolved to accept Te Pae Tawhiti



– Te Poari Akoranga feedback.

*Action: Te Pae Tawhiti – Te Poari Akoranga feedback to be finalised further to agreed additions/amendment and submitted on behalf of Te Poari Akoranga (KH/SE).*

## 6. Delivery and Academic workstream projects updates: Workshop

Angela Beaton provided updates for the following workstreams: Communities of Practice, Regulating for Excellence – Policies, Procedures and Key Forms, and Ako – Learning and Teaching Directions. Discussion and feedback included:

- High-level draft 1-page summary plans
- Update on current activities across the workstreams
- All workstreams now in the first *Identify* stage
- Appointment of a Project Manager for the academic and delivery workstreams
- Building of the programme structure in the Project Management Office, aligning dates and reporting and establishing processes
- Work on detailed workstream project plans and engagement plans is underway
- Complete plans will come to Te Poari Akoranga for feedback and endorsement
- Approaches being made by subsidiaries helping guide possible initial collaborations across programmes
- Clarity of process for collaboration important and this is underway
- Product development and Ako workstreams will guide the framework for excellence in development and delivery
- A steering group will be established for the ADI workstreams, and working groups will contribute to each ADI workstream within this overall programme of work
- Workstreams will draw on expertise from across the network
- Further to notification of discussion regarding upcoming nursing degree collaboration across Te Pūkenga network, two main concerns were raised:
  - that the proposed work should not undermine current Bachelor of Nursing Māori qualification(s)/programme(s) designed and developed in conjunction with iwi, and delivered according to the principles of Kawa Whakaruruhau; and
  - that if the intention is to emulate such delivery, this will require significant capability development across the nurse educator network.

To support Māori agency and authority over the education of Māori learners, assurance was provided that Te Pūkenga has committed to establishing a nursing education governance structure that honours Te Tiriti partnership and is based on the principles of Kawa whakaruruhau. Existing Bachelor of Nursing Pacific programmes were also acknowledged.

Appreciation expressed on behalf of Te Poari Akoranga to all involved in the workstreams, for all the work underway.

## 7. QA Approach / QMS project

Kieran Hewitson presented an update on Te Arotake – Quality Management System workstream for discussion.

The desired outcome of the workstream is to have a Quality Management System that is known, effective and fit for purpose. Four key outputs outlined: Stocktake of current systems, Quality Assurance Excellence Framework, Quality Management Systems platform, Implementation Plan.



Proposed approach outlined:

- Stocktake of current practices
- Set up working group
- Consultation
- Review, refine, approval

Feedback sought from Te Poari Akoranga about the proposed approach. Discussion points included:

- Work will be carried out alongside other academic and delivery workstreams
- Will include working with NZQA and other regulatory bodies
- Quality management important throughout all processes, including curriculum design
- Capability development, rollout of training for network, and building a culture of quality and model of self-assessment will be important
- Communities of practice will be valuable for providing context and depth of experience for programme quality
- Encourage congruence across the various frameworks being established across the network
- Need to include protection of students' rights
- Easy reference and access to the QMS platform will be key
- Common terminology important

## **8. Information to include in the March Te Poari Akoranga Pānui**

Key points for inclusion in Te Poari Akoranga March Pānui noted: Summary from this meeting, and including signalling the initiation of a Te Poari Akoranga sub-working party to be established to clarify the role of existing local academic committees (Komiti akoranga-a-rohe) and how these will work and interface with Te Poari Akoranga through 2021 and 2022 to meet our current delegated roles and functions requirements, and to ensure the most effective use of network capability and capacity.

## **9. General Business**

Oonagh McGirr requested for noting, further to feedback she received, concerns that have been raised of the possible lack of academic voice in the operating model co-design process. It was noted that all (academic) staff have the opportunity to provide feedback regarding the operating model co-design process, alongside reference groups such as Te Poari Akoranga, the Research Directors Forum, the Rangahau Māori group and executive teams (including academic members).

## **CLOSE AND NEXT MEETING**

April meeting – 14 April 2021, via Zoom

*Karakia mutunga*



## Actions from this meeting

|        | Detail  | Owner       | Due Date      |
|--------|---|-------------|---------------|
| 0321-3 | Te Poari Akoranga Tikanga to be amended further to feedback from this meeting and following: review/checking of the schedule for meetings alongside Council meetings and reporting requirements; reconsideration of timings for distribution of agenda and workshop papers; clarification on procedures for staff and public attendance at meetings. Updated Te Poari Akoranga Tikanga to be re-tabled at a subsequent meeting. | AB/SE       | April meeting |
| 0321-3 | Te Poari Akoranga sub-working party to be established to clarify the role of existing local academic committees (Komiti akoranga-a-rohe) and how these will work and interface with Te Poari Akoranga through 2021 and 2022 to meet current delegated roles and functions requirements, and to ensure the most effective use of network capability and capacity.  | AB/SE/KH    | May meeting   |
| 0321-4 | Te Pūkenga Opportunity Statement Response Template to be sent to members for consideration and provision of written feedback. Zoom discussion option also to be arranged.<br>Feedback to be collated and synthesised to provide a collective Te Poari Akoranga input.   | KH<br>SE/AB | 19 March      |
| 0321-5 | Te Pae Tawhiti – Te Poari Akoranga feedback to be finalised further to agreed additions/amendment and submitted on behalf of Te Poari Akoranga  | KH/SE       | March         |

