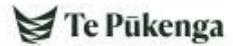


Te Poari Akoranga | Academic Board 1 March 2024 hui



01 March 2024 09:30 AM - 12:30 PM

Agenda Topic	Presenter	Time	Page
Open Agenda			
Karakia tīmatanga			4
1. Welcome and apologies			
2. Administration		09:30 AM-09:40 AM	5
2.1 Te Poari Akoranga membership and meeting schedule calendar 2024			5
2.2 Register of Interests Te Poari Akoranga 2024			9
Members must declare any agenda items where a conflict arises between their role as a member of Te Poari Akoranga and the role they are usually employed in, or any private or other external interest they may have and stand aside from decision making in respect of that item.			
2.3 Delegations from Te Pūkenga Council to Te Poari Akoranga			12
The delegations from Council to Te Poari Akoranga are provided as a reference to inform decision making at this meeting.			
2.4 Open minutes of hui 22 November 2023.			15
RECOMMENDATION: THAT Te Poari Akoranga accept as a true and accurate record the minutes of the open portion of the Te Poari Akoranga meeting held 22 November 2023.			
3. 2024 Workplan		09:40 AM-09:45 AM	22
4. Ngā Ohu Whakahaere o Te Poari Akoranga			25
4.1 Te Ohu Whakahaere Academic Quality	F. Moyer (co-chair)	09:45 AM-09:55 AM	25
4.1.1 Te Kawa Maiororo Update			25
RECOMMENDATION: THAT Te Poari Akoranga:			
a. Receive the report titled 'Update on Te Kawa Maiororo 2024', table of amendments made to Te Kawa Maiororo for 2024, and published Te Kawa Maiororo 2024, V24.03.			
b. Endorse the changes made to Te Kawa Maiororo V24.03 approved under delegation by Deborah Young, Co-Chair, Te Ohu Whakahaere Quality.			

4.2	Te Ohu Whakahaere Ako	TW. Collins (co-chair)	09:55 AM-10:00 AM	32
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RECOMMENDATION:

THAT Te Poari Akoranga:

- a. Receive the report titled 'Te Ohu Whakahaere Ako hui - open' and
- b. Note that Te Ohu Whakahaere Ako received a resignation from M. Alsford, co-chair of Te Ohu Whakahaere Ako.

4.3	Te Ohu Whakahaere Appeals	G. Brook (co-chair)	10:00 AM-10:05 AM	34
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4.3.1	Te Ohu Whakahaere Appeals November 2023 hui - open			34
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RECOMMENDATION:

THAT Te Poari Akoranga:

- a. Receive the report titled 'Te Ohu Whakahaere Appeals hui updates - open' and
- b. Note that Te Ohu Whakahaere Appeals received resignations from A. Whelan-Kopa, M. Naufahu, and co-chair M. Rawiri due to changes in their study and work situations.
- c. Note that Te Ohu Whakahaere:
- i. Provided feedback on the national process for the resolution of ākonga concerns and complaints, including the recommendations included in the report 'Ākonga Concerns and Complaints Process – Findings and recommendations (October 2023)'.

4.3.2	Te Ohu Whakahaere Appeals hui February 2024 - open			36
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RECOMMENDATION:

THAT Te Poari Akoranga receive the report titled 'Te Ohu Whakahaere Appeals hui February 2024 - open'.

4.4	Te Ohu Whakahaere Approvals	D. Lithgow / D. Pouwhare (co-chair)	10:05 AM-10:10 AM	37
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4.4.1	Te Ohu Whakahaere Approvals hui January 2024-open			37
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RECOMMENDATION:

THAT Te Poari Akoranga:

- a. Receive the report titled 'Te Ohu Whakahaere Approvals hui January 2024- open'
- b. Note that Te Ohu Whakahaere Approvals approved for submission to NZQA:
 - 1) 2303 New Zealand Certificate in Contact Centres (Level 3) subject to the following changes:
 - i) an Aims Statement be included the application.
 - ii) an Indicative Delivery Schedule be included in the application.
 - iii) links and references to 'Te Kawa Maiorooro Te Pūkenga | Educational Regulatory Framework' are updated to reflect the document's most recent version.
 - iv) contact details are updated to reflect current members of Te Pūkenga staff.
- c. Note that Te Ohu Whakahaere Approvals approved the following for submission to NZQA:
 - 2552 New Zealand Diploma in Applied Science (Level 5)
 - 2553 New Zealand Diploma in Applied Science (Level 6)
 - 3716 NZQF Diploma in Networking
 - 3717 NZQF Diploma in Engineering

4.4.2	Te Ohu Whakahaere Approvals hui February 2024 -open			39
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RECOMMENDATION:

THAT Te Poari Akoranga:

- a. Receive the report titled 'Te Ohu Whakahaere Approvals hui February 2024- open'
- b. Note that Te Ohu Whakahaere Approvals approved for submission to the New Zealand Qualifications Authority (NZQA):
 - 3708-2 New Zealand Certificate in Scaffolding (General) (Level 3).
 - 3710-2 New Zealand Certificate in Scaffolding (Trade) (Level 4).

5. [Appointment of Te Ohu Whakahaere representatives to Te Poari Akoranga](#) 10:10 AM-10:15 AM 40

RECOMMENDATION:

THAT Te Poari Akoranga:

- a. Receive the report titled 'Appointments to Te Poari Akoranga – March 2024' and
- b. Note that Glynnis Brook, Te Ohu Whakahaere Appeals co-chair, is appointed to Te Poari Akoranga, as delegated to the Te Poari Akoranga co-chairs by the Te Pūkenga Council at its meeting of 8 February 2024.

6. Any Other Business

7. [Resolution to exclude the public](#) 41

For approval

Agenda - Public Excluded

8. Administration - Public Excluded 10:15 AM-10:20 AM 43

- 8.1 [Minutes of the public excluded portion of the Te Poari Akoranga 22 November 2023 hui](#) 43

RECOMMENDATION:

THAT Te Poari Akoranga accept as a true and accurate record, the minutes of the public excluded portion of the Te Poari Akoranga meeting held 22 November 2023.

- 8.2 [Action List](#) 46

Update on progress and close off complete actions.

9. [Draft Self-Assessment Te Poari Akoranga for 2023](#) 10:20 AM-10:25 AM 47

RECOMMENDATION:

THAT Te Poari Akoranga:

- a. Receive the Te Poari Akoranga self-assessment report 2023; and
- b. Approve the self-assessment to be provided to Te Pūkenga Council.

10. Te Ohu Whakahaere Appeals - public excluded G. Brook (co-chair) 10:25 AM-10:30 AM 53

- 10.1 [Te Ohu Whakahaere Appeals hui November 2023 – public excluded](#) 53

RECOMMENDATION:

THAT Te Poari Akoranga receive the report titled 'Te Ohu Whakahaere Appeals hui November 2023 – public excluded'.

- 10.2 [Te Ohu Whakahaere Appeals hui February 2024 – public excluded](#) 54

RECOMMENDATION:

THAT Te Poari Akoranga receive the report titled 'Te Ohu Whakahaere Appeals hui February 2024 – public excluded'.

- [Karakia whakakapi](#) 56

Next scheduled meeting

10:00am - 12:00pm, Thursday, 28 March 2024.

Karakia tīmatanga

Tēnā tātou here are some useful phrases you can use to introduce opening karakia next time you are asked to lead it.

Māku e huaki te wānanga nei.

I'll open our shared space.

Kia huakina te wānanga nei ki te karakia.

May our shared space be opened with karakia.

Kāti anō kia karakia e manawa ora ai te wānanga nei.

It's only fitting that we begin with karakia so we may strengthen our shared space together.

Karakia tīmatanga Opening incantation

**Whakarongo rā e Rongo
ki Te Pūkenga
te manawa nei
ki te rongo taketake,
te whiwhia, te rawea
te whiwhi-ā-nuku
whiwhi-ā-rangi
i takea mai i te kāhui o ngā ariki.
kia tūturu ka whakamau ai kia
tina,
Tina! (everybody)
Hui e?
Tāiki e!**

Listen o Rongo
to Te Pūkenga
offering gratitude
for the peace and harmony
that allows us to enjoy
he gifts of the earth
and the heavens
bequests of a higher order.
And bind it firmly,
firmly!
Do we all concur?
We concur!

When someone has led karakia to open a hui, it is seen as respectful for someone else to then thank them for carrying out that duty. Here are some mihi to the kaikarakia you can try next time.

Tēnā koe i tō karakia mai.

Thank you for delivering karakia.

Ka nui te mihi o te manawa ki a koe, i tō karakia mai.

With heartfelt gratitude, thank you for delivering karakia.

Kia waiho mā ēnei kupu e kawe atu te whakamiha ki a koe, i tō karakia mai. Nāu oti, e manawa ora nei te wānanga.

May these words convey my sincerest appreciation to you for delivering karakia. Because of you, our shared space is now strengthened.



2024 Schedule of Te Poari Akoranga and Ngā Ohu Whakahaere meetings

As at 15 February 2024

Te Poari Akoranga

Name	Role	Meeting dates
Kieran Hewitson	Co-Chair (Delegate for DCE Ako Delivery)	Fri, 1 March
Deborah Young	Co-Chair (Ako Excellence Director)	Thu, 28 March
<i>To be advised</i>	<i>Member (Chief Executive)</i>	Mon, 29 April
Paora Ammunson	Member (DCE Te Tiriti Outcomes)	Fri, 24 May
Andrew McSweeney	Member (DCE Learner and Employer Experience and Attraction)	Mon, 1 July
Fionna Moyer	Member (Co-Chair Te Ohu Whakahaere Academic Quality)	Fri, 26 July
Glynnis Brook	Member (Co-Chair Te Ohu Whakahaere Appeals)	Fri, 30 August
<i>To be advised</i>	<i>Member (Co-Chair Te Ohu Whakahaere Approvals)</i>	Fri, 27 September
<i>To be advised</i>	<i>Member (Co-Chair Te Ohu Whakahaere Rangahau and Research)</i>	Fri, 25 October
<i>Vacant</i>	<i>Member (Rohe 1 business division Academic Committee Chair)</i>	Fri, 29 November
<i>Vacant</i>	<i>Member (Rohe 2 business division Academic Committee Chair)</i>	
<i>Vacant</i>	<i>Member (Rohe 3 business division Academic Committee Chair)</i>	
<i>Vacant</i>	<i>Member (Rohe 4 business division Academic Committee Chair)</i>	
Henry Geary	Member (Learner nominated by Interim Learner Advisory Committee)	
<i>Vacant</i>	<i>Member (Kaimahi Māori nominated by Komiti Māori)</i>	
<i>Vacant</i>	<i>Member (Ākonga Māori nominated by Komiti Māori)</i>	



Te Ohu Whakahaere Appeals

Name	Role	Meeting dates
Glynnis Brook	Co-Chair	
Sue Crossan	Member	
Dell Raerino	Member	
Melanie Baynes	Member	
Lulu Lutui	Member	
Adele McLean	Member	
Robyn McNaught	Member	

Te Ohu Whakahaere Approvals

Name	Role	Meeting dates
Diane Lithgow	Co-Chair	
Doug Pouwhare	Co-Chair	
Kim Davies	Member	
Harry Leder	Member	
Liz McKenzie	Member	
Veraneeca Taiepa	Member	
Denise Williams	Member	
Shelley Wilson	Member	
Leoni Drew	Member	
Rose Marsters	Member	
Paul Neumann	Member	
Paula Simeon	Member	
Ginny Vincent	Member	
Maggie Wells	Member	



Te Ohu Whakahaere Quality

Name	Role	Meeting dates
Deb Young	Co-Chair	
Fionna Moyer	Co-Chair	
Greg Durkin	Member	
Carmel Haggerty	Member	
Gianetta Lapsley	Member	
Sue Roberts	Member	
Joan Taylor	Member	
Carolyn Terpstra	Member	
Fiona Campbell	Member	
Malama Saifoloi	Member	

Te Ohu Whakahaere Rangahau, Research and Postgraduate

Name	Role	Meeting dates
Fiona Beals	Co-Chair	
Annemarie Gillies	Co-Chair	
Ruth Crawford	Member	
Tepora Emery	Member	
Suzanne Miller	Member	
Michael Shone	Member	
Jonathan Sibley	Member	
John Stansfield	Member	
Natalie Waran	Member	
Federico Freschi	Member	
Allen Hill	Member	

**Te Ohu Whakahaere Ako**

Name	Role	Meeting dates
Te Wai Collins	Co-Chair	
Maria Aabjerg	Member	
Jon Bailey	Member	
Peter Bayliss	Member	
Selena Chan	Member	
Damon Harrison	Member	
Melanie Katu	Member	
Judy Magee	Member	
Mark Nichols	Member	
Paul Neumann	Member	
Joce Williams	Member	

Te Ohu Whakahaere Ōritetanga

Name	Role	Meeting dates
Janine Kapa	Interim Chair	
Donna Cavell	Member	
Matiu Julian	Member	
Erin Lincoln	Member	
Megan Potiki	Member	
Helen Taimarangai	Member	
Simone Anderson	Member	
Warwick Pitts	Member	



Pūrongo Te Poari Akoranga | The Academic Board report

1 March 2024

Title	Register of Interests for Te Poari Akoranga 2024
Author	Louise Courtney, Governance Advisor
For	Information

Te pūtake o tēnei pūrongo | Purpose of this report

The purpose of this report is to provide background to the establishment of a Register of Interests for Te Poari Akoranga.

Te Tāhuhu Kōrero | Background

Te Poari Akoranga | The Academic Board (Te Poari) had its new Terms of Reference approved by the Te Pūkenga Council at the Council's hui of 8 February 2024. The purpose of the Interest Register is to be transparent about potential and perceived conflicts of interest in relation to the work carried out by Te Poari Akoranga. Due to the changes in membership, the register will not be complete until all members have been appointed but will also be updated as and when required to reflect changes in membership or changes in members' positions or responsibilities.



Te Poari Akoranga Register of Interests

As at 29 February 2024

Name	Interest	Nature of Interest
Kieran Hewitson Co-Chair	Te Pūkenga staff member	Employee
Deborah Young Co-Chair	Te Pūkenga staff member	Employee
	Te Pūkenga Committee	Co-chair of Te Ohu Whakahaere Academic Quality, subcommittee of Te Poari Akoranga.
Gus Gilmore Member	Te Pūkenga staff member	Chief Executive
Paora Ammunson Member	Te Pūkenga staff member	DCE Te Tiriti Outcomes
	Ako Aotearoa - National Centre for Tertiary Teaching Excellence (NCTTE)	Interim board member
Andrew McSweeney Member	Te Pūkenga staff member	DCE Learner and Employer Experience and Attraction
	Youth CSI	Director
Fionna Moyer Member	Te Pūkenga staff member	Kaikōkiri Director Quality
	Te Pūkenga secondee	Seconded from Te Pūkenga Waikato Institute of Technology until 28 March 2024
	Te Pūkenga Committee	Co-chair of Te Ohu Whakahaere Academic Quality, subcommittee of Te Poari Akoranga.

Glynnis Brook Member	Ara Institute of Canterbury staff members	Employee Executive Director – Academic, Innovation and Research
	Social Workers Registration Board	- Member - Presiding member of Professional Conduct Committees as required
	Te Pūkenga Committee	Co-chair of Te Ohu Whakahaere Appeals, subcommittee of Te Poari Akoranga.
Henry Geary Member	Te Pūkenga: Open Polytechnic Academic Committee	Student member
	Te Pūkenga: Open Polytechnic - Enrolled student	Enrolled in New Zealand Diploma in Architectural Technology
	Te Pūkenga Learner Leadership Group	Te Pūkenga: Open Polytechnic representative
Tagaloatele Dr Peggy Fairbairn-Dunlop Council observer	UNESCO	Social Science Commissioner
	Vinepa Trust	Patron, Board Member
	Pacific Talk about Education and Learning PLD Pilot	Member of Consulting Team



Schedule A

Tā Te Kaunihera Mana Tāpae ki ngā Kōmiti | Delegation of Authority from Council to Committees²

In accordance with the Delegations Policy, Committees are granted the specific authorities listed below.

A1: Council Delegations to Te Poari Akoranga

All delegated authority must be exercised in accordance the purpose of Te Poari Akoranga as set out in the Terms of Reference as updated from time to time.

Ref	Subject	Description	Objective	Power to Sub-Delegate?
1.	Academic Policies, procedures and framework	To determine policies and operating procedures of Te Pūkenga in relation to learners and academic matters.	Provide assurance and confidence that the quality and academic infrastructure, including policies, procedures and frameworks, are fit for purpose; and approve academic direction, statutes and practices to be applied throughout the organisation to ensure the goals of Te Pūkenga, as set by Council having regard to the Charter and Minister's expectations, are met and continuous improvement is achieved and sustained.	No
2.	Courses/ Programmes of Study (including work-based learning programmes)	To approve new courses and programmes, review and approve changes to existing courses and programmes, and approve the withdrawal/closure or suspension of existing courses or programmes. To seek	Provide and facilitate strategic direction and thought leadership on a range of education matters, including innovation, teaching and learning, and applied research and scholarship, with oversight of funding allocation, planning and ethics	Yes (limited to ohu whakahaere)

² For completeness, it is noted that Council does not grant delegated authority to the Wellbeing and Safety Committee on the basis that such matters are at all times the collective responsibility of Council. Further, delegated authority is not granted to any advisory committees of Council.



Ref	Subject	Description	Objective	Power to Sub-Delegate?
		approval/accreditation of programmes by external bodies. ³		
3.	Courses/ Programmes of Study (including work based learning)	To approve variations to an individual learner's course/programme of study outside programme regulations.	Provide assurance and confidence: <ul style="list-style-type: none"> (a) of the effectiveness of teaching, learning and research within the organisation with a focus on outcomes (b) that work-based learning is applied throughout packages of learning developed and delivered by Te Pūkenga (where relevant), contribute to a partnership approach to policies and decisions affecting work-based learning and create space for employers 	Yes
4.	Quality Assurance	To set and monitor the application of Te Pūkenga quality assurance processes for the development and delivery of all courses and programmes (including with respect to learning, teaching, assessment, learner support and learner performance) through quality evaluation, review and reporting processes.	As above.	Yes
5.	Assessment	To approve and release learner results, and recognise credit for assessment (including assessment of prior learning) in	Establish and provide assurance and confidence that ohu whakahaere, (national subcommittees of Te Poari Akoranga)	Yes

³ Delegation to be exercised in accordance with Te Pūkenga approved Investment Plan and Strategic Plan.



Ref	Subject	Description	Objective	Power to Sub-Delegate?
		accordance with approved academic regulations.	strengthen academic leadership in key areas of focus.	
6.	Research	To set and promote quality standards for research and approve proposals for research from Te Pūkenga kaimahi and learners involving human subjects (including learner course work research) and a Maori or Te Tiriti/Treaty of Waitangi dimension.	To conduct research, with a focus on applied and technological research (section 315, Education and Training Act). Teaching and learning is supported by research, evidence, and best practice (Charter, Schedule 13, ETA)	Yes
7.	Ohu whakahaere: Sub-Committees	To establish any ohu whakaharere (sub-committees) as are deemed necessary for the efficient and effective operation of Te Poari Akoranga and to make appointments to the same.	Establish and provide assurance and confidence that ohu whakahaere, (national subcommittees of Te Poari Akoranga) strengthen academic leadership in key areas of focus.	No
8.	Incidental	To do anything incidental to the exercise of any of the powers or functions delegated by the Council to the Academic Board.	The Council delegates to Te Poari Akoranga “matters relating to work-based learning, courses of study or training, awards, and other academic matters”, to “exercise powers delegated to it by the council.” (Education and Training Act 2020, Section 324(2))	No



Minutes for Te Poari Akoranga | Academic Board November hui

22/11/2023 | 09:00 AM - Auckland, Wellington New Zealand Standard Time

Online via Teams

Attendees (9)

Kieran Hewitson (Chair); Fiona Beals; Mary-Liz Broadley; Glynnis Brook; Te Wai Collins; Annemarie Gillies; Janine Kapa; Deborah Young; Henry Geary

In attendance:

Tagaloatele Peggy Fairbairn-Dunlop (Council representative); Louise Courtney (Governance Advisor, minutes)

Apologies:

Megan Gibbons, Linda Aumua, Fionna Moyer, Marama Rawiri, Michael Alford, Doug Pouwhare, Jasmine Te Hira, Diane Lithgow, and Glynnis Brook for lateness (arrived at 9:49am during item 5.4.2)

Karakia tīmatanga

The hui opened with karakia led by K. Hewitson at 9:02am.

1. Welcome and apologies

Apologies were received and accepted from M. Gibbons, L. Aumua, F. Moyer, M. Rawiri, M. Alford, D. Pouwhare, J. Te Hira, and D. Lithgow for absence, and G. Brook for lateness.

2. Administration

2.1 Te Poari Akoranga membership and meeting schedule calendar 2023

Updates were provided to the membership list.

ACTION: Update Glynnis Brook's role in the membership list to remove the word 'Academic' (Assignee(s): Louise Courtney; Due Date: 25/01/2024)

ACTION: Update membership of Ngā Ohu Whakahaere to reflect resignations. (Assignee(s): Louise Courtney, Haley Passmore; Due Date: 25/01/2024)

2.2 Register of Interests

J. Kapa provided an update to her interests.

ACTION: Update Janine Kapa's role in the Register of Interests (Assignee(s): Louise Courtney; Due Date: 25/01/2024)

2.3 Open minutes of hui 25 October 2023

RESOLVED (K. Hewitson / A. Gillies)

THAT Te Poari Akoranga accept as a true and accurate record the minutes of the open portion of the Te Poari Akoranga meeting held 25 October 2023.

CARRIED

2.4 Action List

- Self-assessments are being addressed at this hui, so this item can now be closed.
- The Education Quality Forum item can be closed. The template needs to be sent to Te Pūkenga business divisions and may be able to be added as a late item to the hui Education Quality Forum hui being held Thursday 23 November.
- Access to programmes going to NZQA is an on-going action.

3. Academic Monitoring

It had been identified that Te Pūkenga did not previously have oversight of the actions and outcomes of New Zealand Qualifications Authority (NZQA) monitoring visits, which resulted in a letter from NZQA to the DCE Academic Centre and Learning Systems.

Te Poari Akoranga noted and received action plans from:

- New Zealand Diploma of IT Technical Support (Level 5) - Whitireia | WelTec
- New Zealand Diploma in Web Development and Design (Level 5) – NMIT
- New Zealand Certificate in Health and Wellbeing (Social and Community Services) Level 4 – NorthTec
- New Zealand Certificate in English Language (Academic) Level 4 – NorthTec
- Core Skills National External Moderation - WITT

Te Poari Akoranga acknowledged the support received from the Kaikōkiri - Director Academic Quality. Future reports on monitoring will be provided to Te Ohu Whakahaere Academic Quality by the Excellence Team.

4. Review of Te Kawa Maiorooro

Te Poari Akoranga noted that the review of Te Kawa Maiorooro was a light review with no new policies or procedures, and supports the grandparenting policy continuing to apply until the full organisation structure is in place. The aim is to continue to use Te Kawa Maiorooro throughout 2024.

The Committee discussed concerns that assessment in Te Reo Māori is a significant commitment and whether there were processes/policies in place that would guide how this is managed across the organisation.

The Committee provided feedback to include “or delegate”, but limit this to one management tier below the reporting role and add a section regarding whether items can be sub-delegated.

RESOLVED (D. Young / M-L. Bradley)

THAT Te Poari Akoranga:

- a) *Receive the report titled ‘Review of Te Kawa Maiorooro’, reviewed and updated Te Kawa Maiorooro document, and spreadsheet of proposed delegations.*
- b) *b. Review the updated Te Kawa Maiorooro document and spreadsheet of proposed delegations.*
- c) *c. Approve the revised version of Te Kawa Maiorooro and proposed release date of January 2024.*
- d) *d. Provide feedback on the proposed delegations for Te Kawa Maiorooro, noting commentary from Te Ohu Whakahaere Quality for the consideration by Te Poari Akoranga.*
- e) *e. Note that delegations will be added into Te Kawa Maiorooro once appointments have been made.*
- f) *f. Note the document version will be amended to 24.02 when the delegations have been updated.*

CARRIED

ACTION: *Follow up with Finance regarding the fees structure for RPLs, or whether it continues with policies of legacy campus. (Assignee(s): Louise Courtney; Due Date: 25/01/2024)*

5. Ngā Ohu Whakahaere o Te Poari Akoranga

5.2 Te Ohu Whakahaere Quality

5.2.1 Minutes of meeting held 8 November 2023

The minutes of the meeting held 8 November 2023 were noted.

5.2.2 Te Ohu Whakahaere Quality Self-Assessment for 2023

The Co-Chair of Te Ohu Whakahaere Quality provided an overview that this is a stable Ohu which has now settled into a good working group.

RESOLVED (D. Young / M-L. Bradley)

THAT Te Poari Akoranga receive the “Receive Te Ohu Whakahaere Quality 2023 Annual Report”.

CARRIED

5.3 Te Ohu Whakahaere Approvals

5.3.2 Te Ohu Whakahaere Approvals Self-Assessment for 2023

RESOLVED (K. Hewitson / M-L. Broadley)

THAT Te Poari Akoranga receive the "Te Ohu Whakahaere Approvals Annual Report".

CARRIED

5.4 Te Ohu Whakahaere Ako

Te Poari Akoranga noted that a resignation from co-chair M. Alford had been received.

ACTION: *Send Michael Alford a letter of thanks for his role as Co-Chair of Te Ohu Whakahaere Ako.*

(Assignee(s): Louise Courtney; Due Date: 24/01/2024)

5.4.2 Te Ohu Whakahaere Ako Self-Assessment for 2023

The Co-Chair of Te Ohu Whakahaere Ako provided an overview that the ohu had:

- a stable and productive membership which have learned to work together.
- a good year of whakawhanaungatanga in working with key working groups.
- focused on work-based learning and Mātauranga Māori.
- noted the ways in which the ohu could contribute were being addressed through the new roles in the organisation structure.

The Committee enquired how the Ohu are addressing disability representation were advised that it is working with the Interim Learners' Advisory Committee (ILAC) on a way to address the lack of representation.

RESOLVED: (TW. Collins / J. Kapa)

THAT Te Poari Akoranga receive the "Te Ohu Whakahaere Ako Annual Report".

CARRIED

5.5 Te Ohu Whakahaere Ōritetanga

5.5.2 Te Ohu Whakahaere Ōritetanga Self-Assessment for 2023

The Chair advised that Te Ohu Whakahaere Ōritetanga had a lean membership in 2023 due to resignations including those of the co-chairs in July. Members have confirmed their willingness to continue into 2024, and are awaiting confirmation of the Te Poari Akoranga Terms of Reference in order to align te ohu's terms of reference with it. It also proposes including three learner representatives for 2024.

RESOLVED: (J. Kapa / F. Beals)

THAT Te Poari Akoranga:

- Receive the "Te Ohu Whakahaere Ōritetanga Annual Report";*
- Note the Continuous Quality Improvement Plan for 2024.*

CARRIED

5.5.3 Te Ohu Whakahaere Mapping Exercise - Five Priority Areas of Focus for 2024

RESOLVED: (J. Kapa / F. Beals)

THAT Te Poari Akoranga:

- a) *Approve the mapping document which identifies the five priority areas of focus for Te Ohu Whakahaere Ōritetanga for 2024.*
- b) *Note that the mapping document will form the workplan for Te Ohu Whakahaere Ōritetanga for 2024.*

CARRIED

5.6 Te Ohu Whakahaere Rangahau, Research and Postgraduate

5.6.2 Te Ohu Whakahaere Rangahau, Research & Postgraduate Self-Assessment for 2023

The Co-Chair of Te Ohu Whakahaere Rangahau Research and Postgraduate noted the loss of research active kaimahi across the business divisions but acknowledged that leadership is now in place that could support te ohu and ELT have now provided a position that can support PBRFs and the Ethics Framework.

RESOLVED: (A. Gillies / G. Brook)

THAT Te Poari Akoranga:

- a) *Receive the "Te Ohu Whakahaere Rangahau Research and Postgraduate Annual Report";*
- b) *Consider the appointment of the Rangahau & Research Director as a co-chair for this Ohu.*

CARRIED

5.1 Te Ohu Whakahaere Appeals

5.1.1 Minutes of meeting held 1 November 2023

The minutes of the meeting held 1 November 2023 were noted.

5.1.2 Te Ohu Whakahaere Appeals Self-Assessment for 2023

The Co-Chair of Te Ohu Whakahaere Appeals provided an overview of the self-assessment highlighting that it has a committed membership, but the appeals process is time-consuming and that there had been a change in the terms of reference from Academic Appeals to all appeals. There was discussion regarding the role of the Council Secretariat team in relation to Te Poari Akoranga and ngā Ohu Whakahaere.

RESOLVED (G. Brook / T-W. Collins)

THAT Te Poari Akoranga:

- a) Receive the “Te Ohu Whakahaere Appeals Annual Report”.
- b) Determine the function and purpose of Te Ohu Appeals and if this is to retain an operational function, to determine and set in place the appropriate resourcing.
- c) Reflect on the interrelationship between Te Ohu Whakahaere Appeals and the mechanisms that ensure clear messaging across and between these committees, and up and down to Te Poari itself, so to avoid undue delays and lack of clarity of current decisions.

CARRIED

ACTION: Meet to discuss function of TOW Appeals regarding operations and governance. (Assignee(s): Glynnis Brook, Deb Young, Megan Gibbons; Due Date: 25/01/2024)

6. Te Pūkenga Council update

T.P. Fairburn-Dunlop noted that attending Te Poari Akoranga hui been valuable and will report back to Council the robustness of the kōrero of members.

7. Resolution to exclude the public

RESOLVED: (K. Hewitson / F. Beals)

THAT the public be excluded from the remainder of the meeting. This resolution was made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 (LGOIMA) (noting Te Pūkenga Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies) and the particular interests protected by section 9 of the Official Information Act 1982 (OIA) which would be prejudiced by the holding of the relevant parts of the proceedings of the meeting in public.

The general subject of each matter to be considered while the public is excluded and the reason for passing the resolution in relation to each matter are as follows:

Item	General subject of each matter to be considered	Section(s)
7.	Administration – Public Excluded	
7.2	Action List - Confidential	Section 9(2)(a) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
8.	Te Pūkenga Council update (public excluded portion)	Section 9(2)(a) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
9.	Ngā Ohu Whakahaere o Te Poari Akoranga (public excluded)	
9.1	Te Ohu Whakahaere Rangahau Research and Postgraduate – 3 October 2023	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA

9.2	Te Ohu Whakahaere Appeals 1 November 2023 public excluded minutes	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
10.	Work programme 2023 and 2024	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA

Interests

Section	Interest
Section 9(2)(a) OIA	To protect the privacy of natural persons, including that of deceased natural persons.
Section 9(2)(b)(ii) OIA	To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.
Section 9(2)(g)(ii) OIA	To maintain the effective conduct of public affairs through the protection of such Ministers, members of organisations, officers, and employees from improper pressure or harassment.
Section 9(2)(h) OIA	To maintain legal professional privilege.
Section 9(2)(i) OIA	To enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.
Section 9(2)(j) OIA	To enable the organisation to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).

CARRIED

Te Poari Akoranga moved into the public excluded portion of the hui at 10:33am.



Pūrongo Te Poari Akoranga | The Academic Board report

1 March 2024

Title	Te Poari Akoranga and ngā ohu whakahaere draft workplan 2024
Author	Louise Courtney, Governance Advisor
For	Approval

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

a.	Receive the report titled 'Te Poari Akoranga and ngā ohu whakahaere draft workplan 2024'
b.	Approve the Te Poari Akoranga draft workplan, noting that changes can be made as required
c.	Approve in principle the draft workplan for ngā ohu whakahaere, noting that adjustments may be required as unforeseen matters arise

Te pūtake o tēnei pūrongo | Purpose of this report

The purpose of this report is to provide background to the 2024 workplan for Te Poari Akoranga and ngā ohu whakahaere for 2024.

Te Tāhuhu Kōrero | Background

At its meeting of 8 February 2024, the Te Pūkenga Council approved its workplan for 2024, including the meetings dates for Te Poari Akoranga. Based on the draft plans and recommendations from ngā ohu whakahaere, workplans and meetings dates have now been proposed for the ohu whakahaere that have been approved by Council to continue into 2024.

Te Ahunga Ki Mua | Next steps

Revisions will be made to the workplan throughout the year as more information is received about the specific mechanisms which will be used to disestablish Te Pūkenga and the future structure for new entities.

**Te Pūkenga
Annual Te Poari Work Plan master**

	Frequency	February	March	April	May	June	July	August	September	October	November	December
Te Poari Akoranga Te Pūkenga Academic Board	Monthly	Friday 1 March	Thursday 28 March	Monday 29 April	Friday 24 May	Monday 1 July	Friday 26 Jul	Friday 30 August	Friday 27 September	Friday 25 October	Friday 29 November	
Te Poari Akoranga self-assessment for 2023												
Terms of Reference												
2024 workplan for Te Poari Akoranga and ngā ohu whakahaere												
Ngā ohu whakahaere Terms of Reference												
Academic delegations register												
Reporting template for Regional Academic Committees												
Pastoral code self-report												
2025 meeting dates (if required)												
Academic risk												
2025 workplan (if required)												
Ngā ohu whakahaere self-assessment reports for 2024												
Te Poari Akoranga self-assessment for 2024												
<i>Topics TBC</i>												
Te Ohu Whakahaere Appeals	Quarterly	Fri 8 Mar				Fri 31 May			Fri 6 Sept			Fri 6 Dec
Te Ohu Whakahaere Terms of Reference review												
Develop/Review workplan for 2024												
2025 meeting dates												
Self assessment for 2024												
Review hearing process including relevant documentation and policies												
Review Register of Appeals												
Review governance function - role, responsibilities and parameters												
Develop a professional development plan for te ohu members specific to the needs for the mahi.												
Review Concerns, Complaints, and Appeals Policy												
Te Ohu Whakahaere Approvals	Monthly	Wed 13 Mar	Wed 17 Apr	Wed 8 May	Wed 19 June	Wed 10 Jul	Wed 14 Aug	Wed 11 Sept	Wed 9 Oct	Wed 13 Nov		
Te Ohu Whakahaere Terms of Reference review												
Develop/Review workplan for 2024												
2025 meeting dates												
Self assessment for 2024												
Regular update on the status of programmes, once they have been approved by te ohu e.g. timeframes of submission, WDC endorsement, RFI requests, NZQA approval.												
Overview of the Mātauranga Māori snapshot tool to provide assurance of the capability and resourcing of programmes												
Review of Micro Credential development, this is currently developed and approved through the Business Divisions.												
Te Ohu Whakahaere Quality	Monthly	Thur 7 Mar	Wed 3 Apr	Wed 8 May	Wed 5 June	Wed 10 Jul	Wed 7 Aug	Wed 11 Sept	Wed 9 Oct	Wed 6 Nov		
Te Ohu Whakahaere Terms of Reference review												
Develop/Review workplan for 2024												
2025 meeting dates												
Self assessment for 2024												
Develop/Review policies to support Te Kawa Maiororo												
Programme development phase process in place												

Collate and publish Te Pūkenga Self-Assessment report for NZQA												
Timeframes for all phases of degree development unification												
Phase development of Programme Approval Process												
Review/Update Academic Matters Decision form												
Finalise and operationalise governance structures of academic matters												
Review membership of Te Ohu in line with structure changes within Te Pūkenga												
Te Ohu Whakahaere Rangahau Research and Postgraduate	bi-monthly	6/7 Mar		Thurs 9 May		Wed 17 July		Thur 12 Sept		Wed 13 Nov		
Te Ohu Whakahaere Terms of Reference review												
Develop/Review workplan for 2024												
2025 meeting dates												
Self assessment for 2024												
Review governance mechanisms for the monitoring of research projects with ethical component – animal, human, taonga, and environmental.												
Develop a Rangahau, Research and Innovation Strategy for Te Pūkenga												
Stand up appropriate governance mechanisms for the monitoring of research projects in terms of ethics – animal, human, taonga, and environmental.												
Lead the development of an Intellectual Policy framework for Te Pūkenga												
Work on relevant research related post-graduate policies and procedures.												

Pūrongo Te Poari Akoranga

Te Poari Akoranga Report

1 March 2024

Title	Te Kawa Maiororo Update
Provided by	Deborah Young, Ako Excellence Director
Author	Fionna Moyer, Kaikōkiri Director Quality
For	Noting

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

a.	Receive the report titled 'Update on Te Kawa Maiororo 2024', table of amendments made to Te Kawa Maiororo for 2024, and published Te Kawa Maiororo 2024, V24.03.
b.	Note the changes made to Te Kawa Maiororo V24.03 approved under delegation by Deborah Young, Co-Chair, Te Ohu Whakahaere Quality.

Te Tāhuhu Kōrero | Background

1. Te Kawa Maiororo, Te Pūkenga Educational Regulatory Framework, V24.01 was approved by Te Poari Akoranga on 22 November 2023 and came into effect for the network on 1 January 2024.
2. Te Kawa Maiororo was updated in response to feedback received from the network and in alignment with the proposed Tāraia te anamata | Creating our futures organisational structure.
3. In December 2023, the Letter of Expectation from the new Minister of Tertiary Education and Skills confirmed the Government intention to no longer have a centralised organisation delivering vocational education and training.
4. In January 2024, Te Kawa Maiororo V24.01 was finalised with some minor tweaks to reflect the Government intent and the document was released to the network without the delegations based on Tāraia te anamata organisational structure except where those functions had been appointed previously (i.e., Ako Excellence Director, Regional Finance Director).
5. Subsequent to release of version 1, two additional versions were released to correct errors in process or form with approval by Te Ohu Whakahaere Quality Co-Chair, under delegation¹:

¹ Te Ohu Whakahaere: Quality Terms of Reference, 5. Tuku Mana | Delegations, second bullet point, "Minor changes to academic procedures, within academic policy, are delegated to the Chair, Te Ohu Whakahaere: Quality"

- a. Version 2 corrected two clauses impacted by inadvertent deletion of key components of the clauses.
 - b. Version 3 corrected Withdrawal Period to align with TEC funding condition statements and removed reference to Te Pūkenga Ākonga Rights and Responsibilities (approved by Te Poari Akoranga but not yet released. A number of minor editorial and formatting items were also corrected).
6. Te Kawa Maiooro 2024 V24.03 has been published on Te Pūkenga public website and linked on Te Whare on the Policies page and on the page for Te Kāhui Mātauranga me ngā Pūnaha Ako | Academic Centre and Learning Systems.

Te pūtake o tēnei pūrongo | Purpose of this report

The purpose of this report is to identify the changes that have been made to Te Kawa Maiooro subsequent to approval by Te Poari Akoranga. As noted above, minor editorials changes were also made. These are changes that did not change the intent or purpose of the clause or section and included correcting the use of kupu Māori, providing clarity or explanation, and correcting grammar and formatting. The full table of changes from 2023 to version 3 2024 is provided for Te Poari Akoranga information.

Part	Section	Changes made
Part 1: Te Kawa Maiooro Framework	1.3 Scope of Te Kawa Maiooro	V24.03: Correction to clause 1.3(3) replace 'Regional Quality Manager' with 'Quality Manager' (new function not replaced during finalisation for version 1).
Part 2: Enrolment	2E: Provider-based Learning Withdrawals and Refunds for Ākonga nō Aotearoa	V24.03: Changes to Part 2E relating to withdrawal period: <ul style="list-style-type: none"> - Opening statement aligned with TEC funding conditions statements – changed withdrawal period to the lesser of one month or 10%. One month defined as 30 days. - Moved statement on the withdrawal period for distance online programmes & courses to 2.26(1).
Part 3: Recognising Prior Knowledge and Skills	3.3. Awarding Credit	V24.02: Correction to clause 3.3(1) to reinsert cross-credit (deleted in error during finalisation for version 1).
Part 5: Learning, Teaching, and Training	5.3 Standards of Behaviour	V24.03: Update to clause 5.3(1) to remove reference to Te Pūkenga Ākonga Rights and Responsibilities and replace with reference to 'codes of conduct'.
Part 7: Assessment	7.7. Academic Integrity	V.24.02: Correction to 7.7(1)e – added 'not' to collusion statement (deleted in error during finalisation for version 1).

Part	Section	Changes made
Part 10: Glossary of Terms		V24.03: definition of 'Withdrawal Period' updated as per opening statement in 2E.

Ngā Tāpiritanga | Appendices

Appendix 1: Te Kawa Maiorooro Table of Amendments from 2023 to 2024 V24.03

Appendix 2: [Te Kawa Maiorooro 2024 V24.03](#) Final published document

Appendix 1: Te Kawa Maiororo V24/03: Table of amendments from 2023, V24/01, and V24/02

NB: 'Minor editorial change' – changes that do not change the intent or purpose of the clause or section. Such changes have been made to correct use of kupu Māori, provide clarity or explanation, and correct grammar and formatting.

Part	Section	Changes made
Table of Contents	The Naming of Te Kawa Maiororo Amendment history	Added information on the naming of Te Kawa Maiororo Added Amendment History table.
Part 1: Te Kawa Maiororo Framework	1.1. Structure of Te Kawa Maiororo	Added 'prior' into Part 3 name Separated Research and Rangahau into new section Definition of Terms renamed as Glossary of Terms Appendices removed
	1.2. Purpose of Te Kawa Maiororo	Editorial changes for clarity and correction Removed misplaced 'a' from 1.2(2)a No change to overall Purpose
	1.3. Scope of Te Kawa Maiororo	Minor editorial change 1.3(1) Corrected grammatical agreement 1.3(3) Waivers or variation to be decided by Regional Quality Manager (title may differ across network) and Te Pūkenga Ako Excellence Director
	1.4. Interpretation	Minor editorial change No change to overall interpretation.
	1.5. Changes to Te Kawa Maiororo	Deleted 2023 effective date clause
Part 2: Enrolment 2A: Enquiries, Information, and Identity Verification	2.1 Information	Minor editorial change; updated link to code
	2.2 Application and Enrolment Support	No change
	2.3. Advice about Recognition of Knowledge and Skills	No change
	2.4. Verification of Identity and Eligibility	Detail removed and link to TEC Funding Conditions Catalogue page added Name change information updated to include Civil Union Certificate
2B: Work-based Learning	2.5 Training Agreement	Minor editorial change
	2.6 Fees for Work-based Learning	Minor editorial change Removed reference to business divisions.
	2.7. Ākonga nō tāwāhi (international learners) in Work-based Learning	Minor editorial change
	2.8. Withdrawal from or Cancellation of Training Agreements	Removed reference to business divisions.
2C: Provider-based Learning Application for Ākonga nō Aotearoa	2.9. Admission and Entry Requirements	Minor editorial change
	2.10 Application Documentation	Added Children's Act Safety Check
	2.11 Ākonga under 16 years of age	Clarified process for 15 year olds Reordered clauses Added clause for under 15 year olds
	2.12. Alternative Enrolment Options	Minor editorial change
	2.13. Limits on enrolments and waitlisting	Added other location or delivery mode to opportunities for applicants (clause 2.13(2))

As of 8 February 2024

Part	Section	Changes made
		Removed 'regionally decided' from priority equity groups statement.
	2.14. Application acknowledgement and Offer of Place	Minor editorial change
2D: Provider-based Learning Enrolment for Ākonga nō Aotearoa	Section explanatory Statement	Minor editorial change
	2.15. Acceptance of Offer	Minor editorial changes Added statement waitlisted ākonga.
	2.16. Payment for provider-based learning	Minor editorial change Replaced 'delegated authority' with Regional Finance Director. Removed reference to business division
	2.17. Late enrolment	Minor editorial change.
	2.18. Transfer of enrolment	Minor editorial change.
	2.19. Refusal or cancellation of enrolment	Minor editorial change.
2E: Provider-based Learning Withdrawals and Refunds for Ākonga nō Aotearoa	Section explanatory statement	Withdrawal period statementt aligned with TEC funding conditions statements – changed withdrawal period to the lesser of one month or 10%. One month defined as 30 days.
	2.20. Advice for ākonga on implications of withdrawal	No change
	2.21. No-show	Minor editorial change.
	2.22. Withdrawal within the Withdrawal period	Minor editorial change.
	2.23. Withdrawal after the withdrawal period	Minor editorial change.
	2.24. Withdrawal after 80 per cent of course duration	Minor editorial change. Postgraduate clause moved to 5.2(7)
	2.25. Withdrawal by Te Pūkenga of disengaged ākonga	Minor editorial change.
	2.26. Other withdrawals	Statement on timeframes for distance programmes and courses added to 2.26(1); subsequent numbering changes for other statements. Minor editorial change.
	2.27. Withdrawal due to exceptional circumstances	Minor editorial change.
2F: Provider-based Learning for Ākonga nō tāwāhi	2.28. Ākonga nō tāwāhi application and Offer of Place	Minor editorial change.
	2.29. Acceptance of Offer of Place and enrolment	Minor editorial change.
	2.30. Ākonga nō tāwāhi transfers and withdrawals	Minor editorial change.
2G: Programme Approval, Changes, and Cancellation	2.31. Programme approval pending	Identified clauses that apply to all ākonga and clauses that apply only to ākonga in provider-based learning.
	2.32. Cancellation or postponement of a programme or course	Minor editorial change.
	2.33. Change to published date or time	Minor editorial change.
Part 3: Recognising Prior Knowledge and Skills	Section opening statement	Minor editorial change.
	3.1. Recognising Prior Knowledge and Skills	Minor editorial change.

As of 8 February 2024

Part	Section	Changes made
	3.2. Applying for RPKS	Minor editorial change. Inserted reference to 'published forms' [<i>To be read as 'business division forms'</i>]
	3.3. Awarding Credit	Minor editorial change. <ul style="list-style-type: none"> ▪ Correction to clause 3.3(1) to reinsert cross-credit.
	3.4. Appealing Decisions	No change
	3.5. Records	Minor editorial change.
Part 4: Programme Regulations	Section opening statement	No change
	4.1. Transition	Minor editorial change.
	4.2. Programme Regulations	Minor editorial change.
Part 5: Learning, Teaching, and Training	5.1. Participation and Engagement	No change
	5.2. Progress	Minor editorial change. New clause 5.2(7) moved from 2.24
	5.3. Standards of Behaviour	Update to clause 5.3(1) to remove reference to Te Pūkenga Ākonga Rights and Responsibilities and replaced with 'codes of conduct'. Updated Unacceptable behaviours list
	5.4. Concerns and Complaints	No change
	5.5. Appeals	No change
	Part 6: Rangahau and Research	6.1. Rangahau and Research
Part 7: Assessment	Section opening statement	Section changed from Part 6 to Part 7 No change to opening statement
	7.1. Assessment Information	Reference updated in 7.1(4)
	7.2. Assessment in te reo Māori	No change
	7.3. Supported Assessment	Added 'ahead of time' to clause 7.3(1)
	7.4. Conduct of Examinations	No change
	7.5. Variations to Assessment	Minor editorial change.
	7.6. Assessment Concession	Minor editorial change. Clause 7.6(3) – reference corrected from 6.5 to 7.5
	7.7. Academic Integrity	Correction to 7.7(1)e – added 'not' to collusion statement (incorrectly deleted). Added 'AI-generated' to 7.7(1)i.
	7.8. Notification of Assessment Results	Minor editorial change.
	7.9. Access to Marked Assessments	Minor editorial change.
	7.10. Moderation of Summative Assessments	Moved clauses 7.10(2) and (3) to 7.11
	7.11. Retention of Assessment Evidence	Added two new clauses moved from 7.10
	7.12. Approval of Final Course and Programme Results and Outcomes	Minor editorial change.
	7.13. Notification of Final Course or Programme Outcomes	Minor editorial change.
7.14. Reassessment Opportunities	Clarified where reassessment opportunities may be offered – clause 7.14(2)	

As of 8 February 2024

Part	Section	Changes made
		Other minor editorial change.
	7.15. Grading	Minor editorial change.
	7.16. Assessment Grades	Competency-based assessment grade changes to align with NZQA system requirements. Updated some definitions Minor editorial change
	7.17. Course Grades	Competency based Course grades amended to align with NZQA system requirements. Minor editorial change
	7.18. Reconsideration of Assessment Decisions	Minor editorial change
	7.19. Reconsideration of Course Final Grade	Minor editorial change
	7.20. Appeal of Reconsideration Decision	No change
Part 8: Awards	Section opening statement	Section changed from Part 7 to Part 8 No change to opening statement
	8.1. Formal Awards	No Change
	8.2. Non-formal Awards	Minor editorial change
	8.3. Eligibility for Formal Awards	Clarified when, where, and how ākonga can receive their certificate. Refer 8.3(4)
	8.4. Award of Merit, Distinction, or Honours	No change
	8.5. Graduation Certificates and Academic Records	No change
	8.6. Posthumous Awards	Minor editorial change
	8.7. Granting of Honorary Degrees and Recognition Awards	Minor editorial change
	8.8. Cancellation of Awards	Minor editorial change Clause 8.8(1)d removed and content combined into 8.8(1)b.
Part 9: Graduation	Section opening statement	Section changed from Part 8 to Part 9 Minor editorial change to opening statement
	9.1. Graduation Events	Minor editorial change
	9.2. Academic Dress	Single clause split into two for clarity.
Part 10: Glossary of Terms		Section changed from Part 9 to Part 10 Minor editorial change Added Education Code of Practice Added Legacy Added Summative Assessment Added Unified programme Withdrawal Period: Definition updated to align with 2E opening statement.



Pūrongo Te Poari Akoranga | The Academic Board report

1 March 2024

Title	Te Ohu Whakahaere Ako hui - open
Provided by	Te Wai Collins, Chair Te Ohu Whakahaere Ako
Author	Louise Courtney, Governance Advisor
For	Information

Te Taunaki | Recommendation

It is recommended that Te Poari Akoranga:

a.	Receive the report titled 'Te Ohu Whakahaere Ako hui - open' and
b.	Note that Te Ohu Whakahaere Ako received a resignation from M. Alsford, co-chair of Te Ohu Whakahaere Ako.

Te pūtake o tēnei pūrongo | Purpose of this report

The purpose of this report is to provide a summary of the November 2023 Te Ohu Whakahaere Ako | Ako Subcommittee meeting to Te Poari Akoranga members.

Te Tāhuhu Kōrero | Background

Te Ohu Whakahaere Ako | Ako Subcommittee (Te Ohu) met on 23 November 2023 online via Microsoft Teams. The summary below provides an overview of some key discussions and decisions by Te Ohu.

Open Agenda

Te Whatu Kairangi Awards Guidelines

The update provided to the Ohu was that Te Pūkenga would nominate candidates from networks from 2024 and it was suggested that a working party be established to meet with key kaimahi to ensure their understanding of the awards.

Te Pūkenga Generative AI statements update

The update provided to the Ohu noted that draft AI statements were being discussed at the Educational Quality Forum, that the library managers group were considering the statements from research lens, that more work is required in relation engagement with ākongā with disabilities, and membership for the Community of Practice noting ākongā and kaimahi representation.



Ngā Tāpiritanga | Appendices

Appendix 1: [Te Ohu Whakahaere Ako minutes – 23 November 2023](#)



- understanding key themes are critical which also align to the mahi of te Ohu.
- commented on dual operations and governance role of te Ohu.
- have had discussions with Rohe Whā | Region Four co-lead in relation to reporting with a Proctor suggested as a role that could help with part of the process.
- agreeing that an anonymous complaint process could be limiting.
- the policy needed to be developed in conversation with the Rohe Co-Leads.
- that the policy still needed to be approved by Te Poari Akoranga, and that the roll out would be a staged process with full implementation not planned until 2025. There was still work required in socialising the policy with kaimahi and ākongā.

Ngā Tāpiritanga | Appendices

Appendix 1: [Te Ohu Whakahaere Appeals Open minutes – 29 November 2023](#)



Pūrongo Te Poari Akoranga | The Academic Board report

1 March 2024

Title	Te Ohu Whakahaere Appeals hui February 2024- open
Provided by	Marama Rawiri, Co-Chair Te Ohu Whakahaere Appeals Glynnis Brook, Co-Chair Te Ohu Whakahaere Appeals
Author	Louise Courtney, Governance Advisor
For	Information

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

a.	Receive the report titled 'Te Ohu Whakahaere Appeals hui February 2024 - open'
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Te pūtake o tēnei pūrongo | Purpose of this report

The purpose of this report is to provide a summary to Te Poari Akoranga members of the open portion of the meeting held by Te Ohu Whakahaere Appeals | Appeals Subcommittee in February 2024.

Te Tāhuhu Kōrero | Background

Te Ohu Whakahaere Appeals | Appeals Subcommittee (Te Ohu) met 21 February 2024 online via Microsoft Teams. The summary below provides an overview of some key discussions and decisions by Te Ohu Whakahaere Appeals.

Health, Safety & Wellbeing

Discussion regarding the impact of consultation with affected kaimahi, noting that it could raise more queries from business divisions regarding the appeals processes going forward.

Update on incoming and active cases

The Appeals Office provided a verbal update on cases for Te Ohu Whakahaere Appeals. In 2023 the Ohu dealt with 18 cases, 2 of which were transferred to 2024; one was concluded at the end of January 2024, with the other case due to be concluded in the next two weeks.

At this point in 2024, three appeals are being assessed by Ohu members.

Ngā Tāpiritanga | Appendices

Appendix 1: [Te Ohu Whakahaere Appeals Open agenda – 21 February 2024](#)



Pūrongo Te Poari Akoranga | The Academic Board report

1 March 2024

Title	Te Ohu Whakahaere Approvals hui January 2024- open
Provided by	Diane Lithgow, Co-Chair Te Ohu Whakahaere Approvals Doug Pouwhare, Co-Chair Te Ohu Whakahaere Approvals
Author	Louise Courtney, Governance Advisor
For	Information

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

a.	Receive the report titled 'Te Ohu Whakahaere Approvals hui January 2024- open'
b.	Note that Te Ohu Whakahaere Approvals approved for submission to NZQA: 1) 2303 New Zealand Certificate in Contact Centres (Level 3) subject to the following changes: i) an Aims Statement be included in the application. ii) an Indicative Delivery Schedule be included in the application. iii) links and references to 'Te Kawa Maiororo Te Pūkenga Educational Regulatory Framework' are updated to reflect the document's most recent version. iv) contact details are updated to reflect current members of Te Pūkenga staff.
c.	Note that Te Ohu Whakahaere Approvals approved the following for submission to NZQA: <ul style="list-style-type: none"> • 2552 New Zealand Diploma in Applied Science (Level 5) • 2553 New Zealand Diploma in Applied Science (Level 6) • 3715 NZQF Diploma in Computer Applications • 3716 NZQF Diploma in Networking • 3717 NZQF Diploma in Engineering

Te pūtake o tēnei pūrongo | Purpose of this report

The purpose of this report is to provide a summary to Te Poari Akoranga members of the open portion of the meeting held by Te Ohu Whakahaere Approvals | Approvals Subcommittee in January 2024.

Te Tāhuhu Kōrero | Background

Te Ohu Whakahaere Approvals | Approvals Subcommittee (Te Ohu) met online via Microsoft Teams on 24 January 2024, however, due to a lack of quorum no formal decisions could be made. Therefore an e-meeting was held 25 to 26 January 2024 for the programmes to be approved.



Ngā Tāpiritanga | Appendices

Appendix 1: [Te Ohu Whakahaere Approvals minutes – 25-26 January 2024](#)



Pūrongo Te Poari Akoranga | The Academic Board report

1 March 2024

Title	Te Ohu Whakahaere Approvals hui February 2024 - open
Provided by	Diane Lithgow, Co-Chair Te Ohu Whakahaere Approvals Doug Pouwhare, Co-Chair Te Ohu Whakahaere Approvals
Author	Louise Courtney, Governance Advisor
For	Information

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

a.	Receive the report titled 'Te Ohu Whakahaere Approvals hui February 2024- open'
b.	Note that Te Ohu Whakahaere Approvals approved for submission to the New Zealand Qualifications Authority (NZQA): <ul style="list-style-type: none"> • 3708-2 New Zealand Certificate in Scaffolding (General) (Level 3). • 3710-2 New Zealand Certificate in Scaffolding (Trade) (Level 4).

Te pūtake o tēnei pūrongo | Purpose of this report

The purpose of this report is to provide a summary to Te Poari Akoranga members of the open portions of the meetings held by Te Ohu Whakahaere Approvals | Approvals Subcommittee in February 2024.

Te Tāhuhu Kōrero | Background

Te Ohu Whakahaere Approvals | Approvals Subcommittee (Te Ohu) met online via Microsoft Teams on 14 February 2024.

Ngā Tāpiritanga | Appendices

Appendix 1: [Te Ohu Whakahaere Approvals agenda – 14 February 2024](#)



Pūrongo Te Poari Akoranga | The Academic Board report

1 March 2024

Title	Appointments to Te Poari Akoranga – March 2024
Provided by	Deb Young and Kieran Hewitson – Te Poari Akoranga co-chairs
Author	Louise Courtney, Governance Advisor
For	Information

Te Taunaki | Recommendation

It is recommended that Te Poari Akoranga:

a.	Receive the report titled ‘Appointments to Te Poari Akoranga – March 2024’ and
b.	Note that Glynnis Brook, Te Ohu Whakahaere Appeals co-chair, is appointed to Te Poari Akoranga, as delegated to the Te Poari Akoranga co-chairs by the Te Pūkenga Council at its meeting of 8 February 2024..

Te pūtake o tēnei pūrongo | Purpose of this report

The purpose of this report is to record the appointment of a member to Te Poari Akoranga | Academic Board (Te Poari).

Te Tāhuhu Kōrero | Background

At its meeting of 8 February 2024, the Council approved the new Terms of Reference for Te Poari Akoranga. As part of that approval process, members were appointed to Te Poari by the Council. However, at the time of the Council’s meeting, not all members had been confirmed, such as the co-chairs from each ohu whakahaere, as well as representatives from regional academic committees. Under the authority delegated them by the Te Pūkenga Council, the co-chairs of Te Poari, appoint to Te Poari Akoranga, Glynnis Brook, co-chair of Te Ohu Whakahaere Appeals.

The remaining members to be nominated by the Interim Māori Advisory Committee will need to be approved by Council.

Te Ahunga Ki Mua | Next steps

The new appointment to Te Poari Akoranga will be report to the Te Pūkenga Council as part of the Te Poari Akoranga report summarising its 1 March 2024 meeting.



Te Poari Akoranga o Te Pūkenga Meeting

Resolution to exclude the public

It will be moved by the Chair that the public be excluded from the remainder of the meeting. This resolution will be made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 (LGOIMA) (noting Te Pūkenga Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies) and the particular interests protected by section 9 of the Official Information Act 1982 (OIA) which would be prejudiced by the holding of the relevant parts of the proceedings of the meeting in public.

The general subject of each matter to be considered while the public is excluded and the reason for passing the resolution in relation to each matter are as follows:

Item	General subject of each matter to be considered	Section(s)
8.	Administration	
8.1.	Minutes of the public excluded portion of the meeting held 22 November 2023	Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
8.2.	Action List	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
9.	Draft Self-Assessment Te Poari Akoranga for 2023	Section 9(2)(g)(ii) OIA
10.	Te Ohu Whakahaere Appeals – public excluded	
10.1.	Te Ohu Whakahaere Appeals hui November 2023 – public excluded	Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
10.2.	Te Ohu Whakahaere Appeals hui February 2024 – public excluded	Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA

Interests

Section	Interest
Section 9(2)(a) OIA	To protect the privacy of natural persons, including that of deceased natural persons.

Section	Interest
Section 9(2)(b)(ii) OIA	To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.
Section 9(2)(g)(ii) OIA	To maintain the effective conduct of public affairs through the protection of such Ministers, members of organisations, officers, and employees from improper pressure or harassment.
Section 9(2)(h) OIA	To maintain legal professional privilege.
Section 9(2)(i) OIA	To enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.
Section 9(2)(j) OIA	To enable the organisation to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).

Karakia whakakapi

Tēnā tātou here are some useful phrases you can use to introduce closing karakia next time you are asked to lead it.

Māku e whakakapi te wānanga nei.

I will conclude our shared space.

Kia whakakapia te wānanga nei ki te karakia.

May our shared space be concluded with karakia.

Kua pau tonu te wā, nā reira māku e whakakapi te wānanga nei ki te karakia.

We're just about out of time, therefore I will conclude our shared space with karakia.

Karakia whakakapi Closing incantation

Puritia,
puritia ngā kōrero o te wānanga
puritia Kia ū, kia mau
puritia kia ita
Unuhia, unuhia atu rā
Te tapu o te kāhui o ngā ariki
mauria atu rā ko te kahu ora o
Rongo
he rongo taketake
he rongo mau tonu
ka whakamau kia tina,
Tina! (*everybody*)
Hui e, Tāiki e!

Hold fast,
hold firmly the words of the
academy
cement them firmly
fixed in the mind.
Release ourselves
of the decorum of formality
let us take up the life giving
cloak of Rongo
the permanence of peace
and harmony
and bind it firmly,
Firmly!

Our values



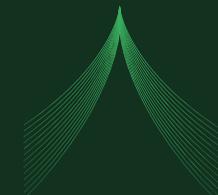
Manawa nui

We reach out and welcome in



Manawa roa

We learn and achieve together



Manawa ora

We strengthen and grow
the whole person