

Te Poari Akoranga | Academic Board 6 November 2025

Location: Microsoft Teams

06 November 2025 09:45 AM

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The next meeting will be held on Friday 23 January 2026 (pending availability of new members)

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
the 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.

An extract from Te Pūkenga Delegations Register (approved 26 June 2025) is provided to show the delegations from Council to Te Poari Akoranga, as a reference to inform decision-making at this meeting.



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 with 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 approval/accreditation of programmes by external bodies. ³	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

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.

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



Ref	Subject	Description	Objective	Power to Sub-Delegate?
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: (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 accordance with approved academic regulations.	Establish and provide assurance and confidence that ohu whakahaere, (national subcommittees of Te Poari Akoranga) strengthen academic leadership in key areas of focus.	Yes
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



Ref	Subject	Description	Objective	Power to Sub-Delegate?
7.	Appeals	To: a. receive unresolved learner complaints or appeals that have already been determined (in line with relevant appeals policies and processes); b. support the resolution, settlement and/or withdrawal of such unresolved complaints or appeals; and c. if necessary, make recommendations about policies, procedures, or the provision of services.		Yes
8.	Ohu whakahaere: Sub-Committees	To establish any ohu whakahaere (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
9.	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

Te Poari Akoranga

Name	Role	Meeting date	Venue
1. Kieran Hewitson	Co-Chair (Delegate for Chief Executive)	Tuesday 28 January	Online
2. Deborah Young	Co-Chair (Ako Excellence Director)	Thursday 13 March	Online
3. Vacant	Member of Transition Leadership Team	Thursday 15 May	Online
4. Leoni Drew	Member (Co-Chair Te Ohu Whakahaere Approvals)	Thursday 26 June	Online
		Thursday 11 September	Online
5. Fiona Beals	Member (Rohe 3 business division Academic Committee Chair or delegate)	Thursday 6 November	Online
6. Henry Geary	Member (Learner nominated by Interim Learner Advisory Committee)		
7. Martin Carroll	Member (Rohe 1 business division Academic Committee Chair)		
8. Te Urikore Biddle	Member (Rohe 2 business division Academic Committee Chair)		
9. Scott Klenner	Member (Rohe 4 business division Academic Committee Chair)		
10. Linda Aumua	Member (Co-opted)		
11. Fionna Moyer	Member (Co-opted)		

Te Ohu Whakahaere Approvals

Name	Role	Meeting dates
Leoni Drew	Co-Chair	Wednesday 26 February
Kim Davies	Co-Chair	Wednesday 30 April
Liz McKenzie	Member	Monday 16 June
Harry Leder	Member	Tuesday 16 September
Paul Neumann	Member	Wednesday 22 October
Veraneeca Taiepa	Member	
Maggie Wells	Member	
Denise Williams	Member	

As at 30 October 2025

Te Pūkenga

Annual Te Poari Akoranga Work Plan 2025



	Frequency	Jan/Feb	March	April	May	June	July	August	September	October	November
Te Poari Akoranga Te Pūkenga Academic Board	Bi-Monthly	Tuesday 28 January	Thursday 13 March		Thursday 15 May	Thursday 26 June			Thursday 11 September		Thursday 6 November
Reporting from Local Academic Committees	Bi-Monthly	x	x		x	x			x		x
Reporting from Ngā Ohu Whakahaere	Bi-Monthly	x	x		x	x			x		x
Terms of Reference and academic sub-delegations	As required	Removal of Appeals Ohu	Approvals TORs		Delegations of Type 2 changes to Unified programmes	Removal of Academic Quality and Rangahau, Research and Postgraduate Ohu					2026 TORs and sub- delegations
2025 workplan for Te Poari Akoranga and ngā ohu whakahaere	Annually	x									
Academic risk monitoring	Bi-Monthly		x		x	x			x		x
Te Pūkenga Investment Plan	Annually					x					
Unified Level 7+ programme final approvals	Annually					Not required					
Pastoral code self-report	Annually					x					
Programme-level reporting of 2024 SPE data	One-off					x					
Update from Ako Excellence Director	As required								x		
ĀPŌPŌ Pilot report	One-off								x		
ĀPŌPŌ Knowledge Hub Guidelines	One-off								x		
Academic and ethical processes of new business entities	One-off										x
2026 meeting dates and workplan	Annually										x
Ngā ohu whakahaere self-assessment reports for 2025	Annually										x
Te Poari Akoranga self-assessment for 2025	Annually										x
Monitoring reports	As required										- Bachelor of Accounting - Diploma in Business
Other topics TBC	As required										

Te Poari Akoranga | Academic Board 6 November 2025 - Administration

As at 30 October 2025

Te Ohu Whakahaere Approvals	Bi-Monthly	Wed 26 Feb (cancelled)		Wed 30 April		Wed 11 June			September	October	
Workplan for 2025	Annually			x							
Type 2 changes to L1-6 unified programmes	As required			New site delivery (TPP) for NZC in Business		New site delivery (WITT) for NZC in Business			- New site delivery (Otago) for NZDip in Remedial Massage - Type 2 change NZ Dip in Rural Animal Veterinary Technology - Type 2 change NP Dip in Applied Science L5 & NP Dip in Applied Science L6 - New delivery site (Toi Ohomai) for Hangarau Matihiko Digital Interface Design and Programming Foundations Microcredential	- New delivery site for six energy sector microcredentials (NorthTec) - New delivery site application for the unified New Zealand Certificate in Business (Small Business) (Level 4) (Wintec)	
Type 2 changes to L7+ unified programmes	As required					Master of Applied Science					
New L7+ unified programmes for recommendation to Te Poari Akoranga	Annually					Not required					
New L1-6 unified programmes	Annually								Not required		
2026 meeting dates (if required)	Annually									Not required	
Self assessment for 2025	Annually									x	
Te Ohu Whakahaere Academic Quality	Bi-Monthly	Wed 19 Feb			Thu 8 May	Wed 18 June					
Ako Excellence Director updates	Bi-Monthly	x			x	x					
Workplan for 2025	Annually	x									
Monitoring reports	As required	x			x						
National Programme Committee Terms of Reference	One-off	x									
Te Kawa Maiororo	As required	x									
Academic risk	One-off	x									
2026 meeting dates (if required)	Annually										
Self assessment for 2025	Annually										
Review self-assessment activity from NZQA	As required										
Review Academic Matters Decision form	As required										
Review governance and operational structures of academic matters	As required										
Te Ohu Whakahaere Rangahau Research and Postgraduate	Bi-monthly	Thurs 27 Feb			Thurs 1 May (cancelled)	Thurs 19 June					
Workplan for 2025	Annually	x									
Overseeing research across Te Pūkenga business divisions	One-off	x									
2026 meeting dates (if required)	Annually										
Self assessment for 2025	Annually										

Te Poari Akoranga Register of Interests

10 October 2025

Name	Interest	Nature of Interest
Kieran Hewitson Co-Chair	Toi Ohomai Institute of Technology	- Executive Director - Academic Committee Chair
	Bay of Plenty Tertiary Campus Trust	Trustee
	New Zealand Qualifications Authority	Evaluator
Deborah Young Co-Chair	Te Pūkenga	- Ako Excellence Director - Transitional Leadership team member
	Ara Institute of Canterbury	- Ako Excellence Director - Chair, Academic Committee - Member of Programme Assurance Committee - Member of Research, Rangahau and Postgraduate Committee
Fionna Moyer Member	Wintec	Quality Specialist
Fiona Beals Member	Whitireia and WelTec	Principal Lead, Teaching Innovation and Research
	Ara Taiohi	Member
Martin Carroll Member	Manukau Institute of Technology and Unitec	Deputy Chief Executive
	ConCOVE	Board member
	Universities Quality Assurance International Advisory Board (UQAIB)	Board member
	UniServices	Spouse is an employee
Te Urikore Biddle Member	Wintec Institute of Technology	- Executive Director Māori, Quality and Academic - Academic Committee Chair



Name	Interest	Nature of Interest
	Wintec Foundation Trust	Chair
	Ruatoki A49B Ahu Whenua Trust	Chair
	Hoa Haere Partners Ltd	Director
	Institute of Directors	Member
	MPTT Consortia	Member
	Waewae Whānau Trust	Member
Scott Klenner Member	Otago Polytechnic	Director of Research, Rakahau Māori and Postgraduate Studies
	Ara Institute of Canterbury	Research Manager
Henry Geary Member	Te Pūkenga	Interim Learner Advisory Committee: Open Polytechnic representative
	Open Polytechnic	Enrolled in New Zealand Diploma in Architectural Technology
	Open Polytechnic	Academic Committee Student member
Linda Aumua Member	Unitec	Head of School Healthcare and Social Practice
	Te Pūkenga	Member of the Interim Kaimahi Advisory Committee
Leoni Drew	Toi Ohomai Institute of Technology	Head of Academic Development and Quality



Minutes for Te Poari Akoranga | Academic Board 11 September 2025

11/09/2025 | 09:45 AM - - Auckland, Wellington New Zealand Standard Time

Microsoft Teams

Attendees (8)

Linda Aumua; Antoinette Wood; Kieran Hewitson (Co-Chair); Deborah Young (Co-Chair); Fionna Moyer; Fiona Beals; Leoni Drew; Henry Geary;

In attendance:

Rebecca Donne (Governance Director, minutes), Shylah Jones (Operations Coordinator), Jamie Smiler (ĀPŌPŌ Project Director, item 8), Ellis Pike (ĀPŌPŌ Senior Advisor, item 8).

Open agenda

Karakia tīmatanga

The meeting started at 9.47am with karakia delivered by Deborah Young.

1. Administration

1.1 Welcome and apologies

Te Poari Akoranga (Te Poari) noted that:

- Deborah Young will chair the meeting
- Martin Carroll, TeUrikore Biddle and Scott Klenner provided apologies for the meeting

1.2 Membership and meeting schedule calendar 2025

Te Poari noted the membership terms and schedule of meetings for 2025.

1.3 Workplan

Te Poari noted that a new item had been added to the workplan for the September Te Ohu Whakahaere Approvals meeting since the workplan was published, for Toi Ohomai to apply to be added as a new site for Hangarau Matihiko Digital Interface Design and Programming Foundations Microcredential.

1.4 Register of interests

The Chair reminded members to declare any agenda items where a conflict arises between their role as a member of Te Poari Akoranga and any private or other external interest they may have, and to stand aside from decision making in respect of that item. No additional interests were declared.

1.5 Minutes of the open portion of Te Poari Akoranga 26 June 2025

There were no matters arising from the open minutes.

RESOLVED (K. Hewitson/F. Beals)

THAT Te Poari Akoranga accept the minutes of Te Poari Akoranga open meeting held on 26 June 2025 as a true and correct record.

CARRIED

1.6 Open minutes of the e-meeting of Te Poari Akoranga held 2 July 2025

There were no matters arising from the open e-meeting minutes.

RESOLVED (H. Geary/D. Young)

THAT Te Poari Akoranga accept the open portion of the minutes of Te Poari Akoranga e-meeting held on 2 July 2025 as a true and correct record.

CARRIED

2. Local Academic Committee reports (open)

2.1 Ara Institute of Canterbury

2.1.1 Ara 26 June 2025

RESOLVED (D. Young/F. Moyer)

THAT Te Poari Akoranga:

- 1. Receive the report titled 'Ara Institute of Canterbury Academic Committee report 26 June 2025'.*
- 2. Note that the Ara Institute of Canterbury Academic Committee approved programme changes to eight Level 7+ programmes.*

CARRIED

2.1.2 Ara 31 July 2025

RESOLVED (D. Young/F. Moyer)

THAT Te Poari Akoranga receive the report titled 'Ara Institute of Canterbury Academic Committee report 31 July 2025'.

CARRIED

2.2 Competenz - August 2025

RESOLVED (D. Young/F. Moyer)

THAT Te Poari Akoranga receive the report titled 'Competenz Academic Report August 2025' that covers the July - August period.

CARRIED

2.3 EIT - July 2025

Te Poari Akoranga discussed the approval of new policies and noted that it expects to see more of this by business divisions as they progress towards being standalone from 1 January 2026.

RESOLVED (D. Young/F. Moyer)

THAT Te Poari Akoranga:

1. *Receive the report titled "EIT Academic Committee report '4 July 2025'.*
2. *Note that the EIT Academic Committee approved:*
 - *New policy sets Generative Artificial Intelligence Tools*
 - *EIT Teaching and Learning Steering Group Terms of Reference*
 - *New degree programme approval and accreditation for:*
 - *HB5014 Bachelor of Environmental Studies*
 - *HB5015 Graduate Diploma in Environmental Studies*

CARRIED

2.4 Manukau Institute of Technology

2.4.1 MIT 2 July 2025

RESOLVED (D. Young/F. Moyer)

THAT Te Poari Akoranga:

1. *Receive the report titled 'MIT Academic Committee report 2 July 2025'.*
2. *Note that the MIT Academic Committee approved the following Type 2 changes:*
 - *Bachelor of Applied Counselling (Level 7) [MN4558]*
 - *Bachelor of Nursing (Level 7) [MN4457]*
 - *Bachelor of Nursing Pasifika (Level 7) [MN4512]*
 - *Graduate Certificate in Cross Cultural Supervision (Level 7) [MN4546]*
3. *Note that the MIT Academic Committee approved a Type 1 change to New Zealand Diploma in Nautical Science (Level 6) [NZ2515].*

CARRIED

2.4.2 MIT 6 August 2025

RESOLVED (D. Young/F. Moyer)

THAT Te Poari Akoranga:

1. Receive the report titled 'MIT Academic Committee report 06 August 2025'.
2. Note that the MIT Academic Committee approved changes to Te Komiti Tangata Whenua Subcommittee Term of Reference.
3. Note that the MIT Academic Committee approved the following Type 2 changes:
 - Bachelor of Applied Counselling (Level 7) [MN4558]
 - Bachelor of Nursing Māori (Level 7) [MN4066]
4. Note that the MIT Academic Committee approved the following Type 1 changes:
 - Bachelor of Applied Management (Level 7) [MN4535]
 - Graduate Diploma in Engineering (Level 7) [MN4559]

CARRIED

2.5 MITO - August 2025

Te Poari noted the reference to risks regarding English for speakers of other languages and commended MITO for identifying and mitigating this.

RESOLVED (D. Young/F. Moyer)

THAT Te Poari Akoranga receive the report titled 'MITO Quality Oversight Committee report 7 August 2025'.

CARRIED

ACTION: Let MITO know that Te Poari Akoranga commend and acknowledge the work that MITO have been doing with ESOL learners. (Assignee(s): Rebecca Donne; Due Date: 06/11/2025)

2.6 NorthTec

2.6.1 NorthTec 10 July 2025

RESOLVED ((D. Young/F. Moyer)

THAT Te Poari Akoranga:

1. Receive the report titled 'NorthTec Academic Committee Report 10 July 2025'.
2. Note that the NorthTec Academic Committee approved Type 2 changes to the following programmes to update Programme Regulation:
 - NZ Certificate in Study and Employment Pathways (Level 3)
 - NZ Certificate in Study and Employment Pathways (Level 4)
3. Note that the NorthTec Academic Committee approved granting of the awards outlined in the Awards Report.
4. Note that the NorthTec Academic Committee ratified:
 - Type 1 Changes to Programmes

- *Certificate of Proficiency*

CARRIED

2.6.2 NorthTec 14 August 2025

RESOLVED (D. Young/F. Moyer)

THAT Te Poari Akoranga:

1. *Receive the report titled 'NorthTec Academic Committee Report 14 August 2025'.*
2. *Note that the NorthTec Academic Committee approved:*
 - *Changes to Academic Quality Assurance Committee Terms of Reference*
 - *Granting of the awards outlined in the Awards Report*
3. *Note that the NorthTec Academic Committee ratified:*
 - *New Temporary Teaching Site – Davies Fencing and Construction, 527 No 2 Road, Te Puke, Western Bay of Plenty*
 - *Type 1 changes to programmes*
 - *Certificate of proficiency*
 - *Clinical/fieldwork access agreements*
 - *Licence to use premises agreement*
 - *Other agreements*

CARRIED

ACTION: *Raise with NorthTec the need to discuss temporary teaching sites in another region with the business division primarily delivering programmes in that region. (Assignee(s): Kieran Hewitson; Due Date: 06/11/2025)*

2.7 Open Polytechnic

Te Poari Akoranga noted that Open Polytechnic had identified risks around unified programmes and transition.

RESOLVED (D. Young/F. Moyer)

THAT Te Poari Akoranga:

1. *Receive the report titled 'Open Polytechnic Academic Committee Report 4 April 2025'.*
2. *Note that the Open Polytechnic Academic Committee approved:*
 - *Changes to OP7032 Bachelor of Teaching (Primary Education) and OP7035 Graduate Diploma in Teaching (Primary Education) to reflect recent change made by the Ministry of Education to the New Zealand Curriculum for use in primary schools.*
 - *Appointment of Scott Lanauze to the Engineering Stakeholder Advisory Group.*
 - *Appointment of Dr Gradon Diprose to the Environment Stakeholder Advisory Group.*
 - *Appointment of Rebecca Rhodes and Fiona Pearson to the ITE Stakeholder Advisory Group.*
 - *Nomination of Dean Tully for the degree monitor for the Graduate Diploma and Graduate Certificate in Sustainable Management programmes.*

CARRIED

2.8 Otago Polytechnic

2.8.1 Otago - May 2025

RESOLVED (D. Young/F. Moyer)

THAT Te Poari Akoranga:

1. Receive the report titled 'Otago Polytechnic Academic Committee Report 13 May 2025'.
2. Note Otago Polytechnic Academic Committee approval of Type 1 changes to the following unified programmes of study:
 - TP5225 Bachelor of Midwifery
 - NZ2489 New Zealand Certificate in Animal Management (Level 4)
3. Note Otago Polytechnic Academic Committee approval of Type 1 changes to the following local programmes of study:
 - OT4863 Postgraduate Certificate in Midwifery Practice
 - OT4864 Postgraduate Diploma in Midwifery
 - OT4865 Master of Midwifery
 - NZ2627 New Zealand Certificate in Art and Design (Level 4)
 - NZ2420 New Zealand Diploma in Construction (Level 6) (Construction Management) (Quantity Surveying)
4. Note Otago Polytechnic Academic Committee approval of four Certificate of Proficiency enrolments.
5. Note Otago Polytechnic Academic Committee approval of:
 - application for the addition of Otago Polytechnic as a delivery site to the unified programme NZ2741 New Zealand Diploma in Remedial Massage (Level 6).
 - application for accreditation for Toi Ohomai's Programmes of Study for Cert4Fitness and NZ3565 New Zealand Certificate in Freestyle Group Exercise (Level 4).
 - the application to gain consent to assess for unit standards from the Drainlaying domain up to Level 4.
 - Closure of three Electric Vehicle micro-credentials at NZQA.

CARRIED

2.8.2 Otago - June 2025

RESOLVED (D. Young/F. Moyer)

THAT Te Poari Akoranga:

1. Receive the report titled 'Otago Polytechnic Academic Committee Report 10 June 2025'.
2. Note Otago Polytechnic Academic Committee approval of Type 2 changes resulting from five-year reviews to the following programmes of study:
 - OT4922 Bachelor of Applied Management and the associated programmes:
 - OT5049 Graduate Diploma in Accounting
 - OT5048 Graduate Diploma in Event Management

- OT5087 Graduate Diploma in Applied Management
 - OT5173 Bachelor of Information Technology and the associated programmes:
 - OT5174 Graduate Certificate in Information Technology
 - OT5175 Graduate Diploma in Information Technology
 - NZ2860 New Zealand Certificate in Study and Employment Pathways (Level 4)
3. Note Otago Polytechnic Academic Committee approval of three Certificate of Proficiency enrolments.

CARRIED

2.8.3 Otago - July 2025

RESOLVED (D. Young/F. Moyer)

THAT Te Poari Akoranga:

1. Receive the report titled 'Otago Polytechnic Academic Committee Report 8 July 2025'.
2. Note Otago Polytechnic Academic Committee approval of Type 2 changes resulting from five-year reviews to the following programmes of study:
 - OT5133 Bachelor of Applied Science
 - OT5138 Bachelor of Architectural Studies
3. Note Otago Polytechnic Academic Committee approval of the following Type 1 changes:
 - Bachelor of Midwifery – Unified TP5225 (Otago as Lead Provider): update to directed and self-directed delivery hours for 2026 as proposed by Bachelor of Midwifery NPC on 1 July 2025.
 - NZ2420 New Zealand Diploma in Construction (Level 6).
4. Note Otago Polytechnic Academic Committee approval of:
 - Three sub-degree Certificate of Proficiency enrolments
 - Two degree Certificate of Proficiency enrolments
 - One concurrent enrolment (OT4688 Bachelor of Midwifery and TP5225 Bachelor of Midwifery)
5. Note Otago Polytechnic Academic Committee approval of:
 - Application to NZQA for accreditation to deliver MIT's Programme of Study for NZ1841 New Zealand Certificate in Baking (Level 3) – 60 credits, qualification version 4.
 - Closure of the following training schemes at NZQA and TEC
 - OT5150 Starter English Training Scheme (Level 1)
 - OT5151 Elementary English Training Scheme (Level 1)
 - OT5152 Pre-Intermediate English Training Scheme (Level 2) *
 - OT5153 Intermediate English 1 Training Scheme (Level 3)
 - OT5154 Intermediate English 2 Training Scheme (Level 3)
 - OT5155 Upper-Intermediate English Training Scheme (Level 4)
 - OT5156 Advanced English Training Scheme (Level 4)
 - Closure of the following programmes of study at NZQA and TEC

- *Certificate in Primary Industry Skills and English (Level 2) - comprising NZ2218 New Zealand Certificate in Primary Industry Skills (Level 2), and OT5152 Pre-Intermediate English Training Scheme (Level 2)*
- *OT5149 Certificate in Land Skills (Level 2)*

CARRIED

2.9 ServiceIQ - August 2025

Te Poari Akoranga noted strong risks identification and mitigations.

RESOLVED (D. Young/F. Moyer)

THAT Te Poari Akoranga:

1. *Receive the report titled 'ServiceIQ - Academic Committee Report 5 August 2025'.*
2. *Note that the ServiceIQ Academic Committee did not grant any new programme (POS/PIT) approvals at this meeting.*

CARRIED

2.10 Toi Ohomai - June-August 2025

RESOLVED (D. Young/F. Moyer)

THAT Te Poari Akoranga:

1. *Receive the report titled 'Toi Ohomai Academic Committee summary report, September 2025', which includes Academic Committee Meetings:*
 - *19 June 2025*
 - *24 July 2025*
 - *28 August 2025*
2. *Note that Toi Ohomai Academic Committee approved:*
 - *867 graduates*
 - *Type 2 Change WR3100 Bachelor of Nursing Level 7*
 - *Type 2 Change BP3451 Bachelor of Creative Industries Level 7*
 - *Type 2 Change TO0052 Bachelor of Applied Hospitality and Tourism Management Level 7*
 - *2027 Toi Ohomai Semester Dates*
 - *100% Credit Transfer NZ2539 NZ Diploma in Hospitality Management Level 5*
 - *Third subsequent enrolment for 15 ākonga*

CARRIED

2.11 Unitec Te Komiti Mātauranga

2.11.1 Unitec 3 July 2025

RESOLVED (D. Young/F. Moyer)

THAT Te Poari Akoranga:

1. Receive the report titled 'Te Komiti Mātauranga report 3 July 2025'.
2. Note that Te Komiti Mātauranga approved the 2027 Academic Calendar for Unitec.
3. Note that Te Komiti Mātauranga approved the removal of Toa Faneva as a member of Te Komiti Mātauranga.
4. Note that Te Komiti Mātauranga approved a variation to the BCS/GDCMP programme regulations, to allow approval of the cross-credit application requested by student 1583011 on 19 January 2024.
5. Note that Te Komiti Mātauranga approved Type 2 changes for:
 - Bachelor of Nursing [BNURS] (Level 7, 360 credits)
 - Bachelor of Teaching (Early Childhood Education) [BTEC] (Level 7, 360 credits)

CARRIED

2.11.2 Unitec 7 August 2025

RESOLVED (D. Young/F. Moyer)

THAT Te Poari Akoranga:

1. Receive the report titled 'Te Komiti Mātauranga report 7 August 2025'.
2. Note that Te Komiti Mātauranga approved the Research Productivity Traffic Light Report.
3. Note that Te Komiti Mātauranga approved the correction of a number of incorrectly calculated NZCAE grades for Semester 1 and 2 of 2025.
4. Note that Te Komiti Mātauranga approved the following programmes for approval and accreditation to be delivered via sub-contract with Network for Fitness Professionals Ltd:
 - New Zealand Certificate in Exercise – Fitness Leader [NZCX4] (Level 4, 60 credits)
 - New Zealand Certificate in Exercise – Personal Trainer [NZCX5] (Level 5, 60 credits)
5. Note that Te Komiti Mātauranga approved the following amendments:
 - 7.18(a) of Te Kawa Maiooro Educational Regulatory Framework from "should" to "must".
 - Added a sentence regarding assessment and final grade reconsideration to Section 3.2(a) of National Ākonga Concerns and Complaints Policy.
6. Note that Te Komiti Mātauranga approved the following Type 1 changes:
 - Bachelor of Construction (Level 7, 360 credits) [BCONS]
 - New Zealand Certificate in Skills for Living for Supported Learners (Level 1, 60 credits) [NZCSS]

CARRIED

2.12 Whitireia and WelTec - August 2025

RESOLVED ((D. Young/F. Moyer)

THAT Te Poari Akoranga:

1. Receive the report titled 'Whitireia and WelTec Academic Committee Report 7 August 2025'.
2. Note that the Whitireia and WelTec Academic Committee approved Type 2 changes to:
 - NZ2992 NZC in Health and Wellbeing (Social and Community Services) (L4)
 - PR6006 Bachelor of Information Technology
3. Note that the Whitireia and WelTec Academic Committee approved Type 1 changes to NZ2596 NZD in IT (Technical Support).
4. Note that the Whitireia and WelTec Academic Committee approved the following new programmes:
 - NZ4858 New Zealand Certificate in Automotive Collision Repair (Level 3)
 - NZ4859 New Zealand Certificate in Automotive Refinishing (Level 3)

CARRIED

2.13 Wintec - June and August 2025

RESOLVED ((D. Young/F. Moyer)

THAT Te Poari Akoranga:

1. Receive the report titled 'Wintec Komiti Akoranga Report - June and August 2025'.
2. Note the approval of two Type 2 changes to the following legacy programmes:
 - Bachelor of Nursing
 - Master of Nursing Science (Pre-Registration).
3. Note Wintec's withdrawal from the Ara Bachelor of Nursing Approval and Accreditation application due to Wintec's intention to begin delivery in 2027, rather than 2026.

CARRIED

2.14 WITT - June and July 2025

Te Poari Akoranga noted WITT has highlighted a risk around research compliance which will be an issue across the network; a mitigation plan will need to be in place.

RESOLVED (D. Young/F. Moyer)

THAT Te Poari Akoranga:

1. Receive the report titled 'Western Institute of Technology at Taranaki Academic Committee Report – 11 June and 23 July 2025 meetings'.
2. Note that the WITT Academic Committee approved:
 - Graduation date for 2026
 - Recommendation to receive Rainbow and Disability Action Plan updates as part of the Learner Success plan reporting

- *Diploma Graduands – two approved*
- *Academic Statute 2025 amendment*

CARRIED

ACTION: *Remind Educational Quality Forum to consider risks regarding research compliance. (Assignee(s): Deborah Young; Due Date: 06/11/2025)*

3. Any other open business

No other open business was raised.

4. Resolution to exclude the public**RESOLVED (D. Young)**

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 per the table below.

Item	General subject of each matter to be considered	Section(s)
5.	Administration	
5.1	Minutes of the closed portion of Te Poari Akoranga 26 June 2025	Section 9(2)(a) OIA Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA Section 9(2)(h) OIA
5.2	Closed minutes of the e-meeting of Te Poari Akoranga held 2 July 2025	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
5.3	Actions	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
6.	Academic risk monitoring	Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA Section 9(2)(h) OIA
7.	Update from Ako Excellence Director	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA

8.	ĀPŌPŌ – He puna mātauranga	
8.1	Lessons learned report from pilot	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
8.2	Knowledge Hub guidelines	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
9.	Ngā ohu whakahaere o Te Poari Akoranga	
9.1	Final minutes from Te Ohu Whakahaere Rangahau, Research & Postgraduate and Te Ohu Whakahaere Academic Quality	Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
9.2	Te Ohu Whakahaere Approvals e-meeting 16 July 2025	Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
10.	Any other closed business	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(h) OIA Section 9(2)(i) OIA

INTERESTS

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

And that certain employees from Te Pūkenga be permitted to remain at the meeting, namely Jamie Smiler, Ellis Pike, and Shylah Jones be permitted to remain at the meeting after the public has been excluded because of their specific knowledge in relation to the above items. This knowledge, which will be of assistance in relation to the matters above to be discussed, is relevant to those matters because they have assisted in the progression of such matters.

CARRIED

Te Poari Akoranga moved into a public excluded session at 10.00am.

Karakia whakakapi

Deborah Young delivered the closing karakia and the meeting closed at 10.57am.

DRAFT

Pūrongo a Te Poari Akoranga | Academic Board Report

6 November 2025

Title	Ara Institute of Canterbury Academic Committee report September 2025
Provided by	Darren Mitchell, Chair of Academic Committee
Author	Emily Miller, Committee Secretary

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

1.	Receives the report titled “Ara Institute of Canterbury Academic Committee report September 2025”.
2.	Notes that the Ara Institute of Canterbury Academic Committee approved: • Eight programme changes for Levels 1 to 6, via sub-delegation to the Portfolio and Assurance Committee • Five programme changes to Level 7 programmes

Whakarāpopototanga | Summary

The Ara Academic Committee (the Committee) convened on Thursday, September 4, 2025, from 9:00 AM to 12:00 PM. The meeting was held in the Executive meeting room (G202) at the Madras Street campus.

A quorum was achieved with eleven members present and five apologies.

Sub-delegations exercised

Review and approval of changes to existing courses and programmes and approval of the withdrawal/closure or suspension of existing courses or programmes.

Programme changes approved by the Portfolio and Assurance Committee under delegation:

- NZ4858 New Zealand Certificate in Automotive Collision Repair (Level 3)
- NZ2869 New Zealand Certificate in Creativity (Level 4) and
NZ2629 New Zealand Certificate in Digital Media and Design (Level 4)
- NZ2539 New Zealand Diploma in Hospitality Management (Level 5)
- NZ2630 New Zealand Certificate in Fashion (Level 4)
- NZ3414 New Zealand Certificate in DJ and Music Production (Level 4)
- NZ3422 New Zealand Diploma in Audio Engineering and Production (Level 5) and
NZ3423 New Zealand Diploma in Audio Engineering and Production (Level 6)

Programme changes approved:

- Bachelor of Construction
- Graduate Diploma in Construction Management
- Graduate Diploma in Quantity Surveying
- Bachelor of Information and Communication Technologies*
- Graduate Diploma in Information and Communication Technologies*

* Approved, subject to confirmation of industry engagement to ensure the currency of the qualification

Aroturuki | Monitoring

External Degree Monitor reports and response plans

Bachelor of Design

The Committee noted that the new External Degree Monitor's draft report for the Bachelor of Design was largely out of scope and raised concerns about insufficient partnership with Ākonga Support services and weak justifications for not recording lectures. Additional operational issues, such as heating and cooling in D Block, were mentioned, with a recommendation that Faculty Operations Managers be involved to address such matters. Overall, the Committee found the response plan inadequate in meeting ākonga needs and will provide feedback to the Portfolio Manager. Despite these concerns, the report and response plan were accepted.

Bachelor of Nursing

The Committee acknowledged the 2024 External Degree Monitor report for the Bachelor of Nursing, noting that a new monitor was appointed and began work in March 2025. Although feedback to ākonga (students) has improved, it remains slower than desired. There was concern about the report's suggestion that increased student intakes might compromise quality, with clarification provided that the intake increase was in response to Te Whatu Ora's request. The 2024 report and response plan were accepted, with the 2025 response plan to be reviewed at the next Academic Committee meeting.

Ngā tino raru ka heipū mai | Key risks

There are no new or emerging risks since the last report.

Other matters

NZQA Integrated Quality Assurance Framework

Deborah Young provided an overview of the NZQA's proposed changes and the historical background. The Committee noted that the new Integrated Quality Assurance Framework increases the emphasis on self-assessment and the assurance of quality systems. With the removal of Consistency Reviews, teams are now encouraged to focus more deeply on graduate outcomes and industry connections. Ara's priorities will shift towards strengthening self-assessment capabilities, assessment and moderation practices, and programme monitoring. As Ara develops a new Quality Management System, it will be essential to demonstrate to NZQA that quality outcomes are being assured.

NZQA fees consultation

Deborah Young summarised NZQA's proposed fee structure changes, highlighting concerns that increased costs may discourage providers from regularly updating programmes. Questions were raised about NZQA's efficiency, the rationale behind the changes, and the allocation of their resources. It was suggested that a user-pays system should allow more input from users regarding services. This feedback will be included in Ara's response to NZQA.

Standing items

Rangahau Research and Postgraduate

The Committee reviewed the latest updates regarding the replacement of the Performance Based Research Fund, with an upcoming information session planned for researchers. The September Research and Postgraduate Report was discussed, focusing on strategies to boost research activity in identified at-risk areas. This report will be forwarded to Te Kāhui Manukura for further discussion and oversight.

Ako Teaching and Learning

Learning and Teaching Committee update received.

Equity

There was no report for this meeting.

Pacific

There was no report for this meeting.

Te Tiriti

There was no report for this meeting.

Pūrongo a Te Poari Akoranga | Academic Board Report

6 November 2025

Title	BCITO Assessment, Learning and Teaching Committee report September 2025
Provided by	Andrew Donohue, General Manager - Education and Diversity Group, BCITO

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

1.	Receives the report titled “BCITO - Assessment, Learning and Teaching Committee Report September 2025”.
2.	Notes that the BCITO – Assessment, Learning and Teaching Committee made no approvals.

Whakarāpopototanga | Summary

The BCITO Assessment, Learning and Teaching (ALT) Committee (the Committee) met online on 28 September 2025. The meeting achieved quorum and was chaired by Andrew Donohue. The Committee reviewed programme updates, quality assurance activities, and progress on transition work toward Private Tertiary Education (PTE) establishment. Overall, BCITO’s academic and quality workstreams remain on track and aligned with strategic and regulatory objectives.

Sub-delegations exercised

The Committee exercised sub-delegation in the review and approval of several programme and resource developments. Key approvals and endorsements included:

Sub-delegation	Details of how this has been exercised by the Local Academic Committee
Programme approval	Automotive Reglazing and Glazing Level 4 programmes approved by NZQA; implementation confirmed.
Programme development	Concrete Specialist (Level 4) and Timber Structure Manufacture (Level 3) developments progressing on track.

Sub-delegation	Details of how this has been exercised by the Local Academic Committee
Pilot and trial activities	BCATS pilot release scheduled April 2025; Carpentry resource trial completed successfully.
Programme completion	Trowel Trades suite of six qualifications successfully launched 21 July 2025.

Aroturuki | Monitoring

The Committee received updates from the Education and Quality Assurance Team regarding New Zealand Qualifications Authority (NZQA) and Waihanga Ara Rau engagement. All regulatory submissions remain on schedule, including the Building Pathways suite, due to be submitted to NZQA by 31 October 2025.

Ongoing background moderations continue to demonstrate measurable improvement across reviewed areas.

Ngā tino raru ka heipū mai | Key risks

Risk title	Description	Potential consequences	Current mitigation
Education Provider Budget Overrun	Forecasted overspend due to high demand and success of external courses.	Budget pressures affecting 2026 planning.	Review 2026 budget allocations; assess course value and learner impact.
Transition to PTE	Ongoing restructuring work as BCITO prepares for PTE status.	Potential temporary disruptions during transition.	Regular updates through ALT and Board; QMS refinement in progress.

Other matters

The Committee acknowledged the ongoing work of the Programme and Learning Design Team and Quality Assurance Team in maintaining alignment with industry and regulatory standards.

The Committee requested a detailed update on the PTE transition work at the next meeting in December 2025.

Pūrongo a Te Poari Akoranga a Te Pūkenga | Academic Board Report

6 November 2025

Title	Competenz Academic Report 29 September 2025
Provided by	Pip Walsh, General Manager Learning Design and Innovation, Competenz

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

1.	Receives the report titled 'Competenz Academic Report 29 September 2025'.
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Whakarāpopototanga | Summary

Competenz Local Academic Committee met on the 26 September 2025 and considered the following matters:

- Risk register / Issues log was reviewed and updated
- No Matters for Central Decision-Making requests for this month
- No new appeals/academic integrity issues were identified
- No new Record of Prior Learning/Credit Recognition Transfer for this month
- New Zealand Qualifications Authority updates:
 - Type 2 programme changes:
 - Fabrication Engineering Level 4
 - Dairy Systems Engineering Level 4
 - Mechanical Engineering Level 4
 - Mechanical Building Services, Level 4
 - Programme of Study for NZ Certificate Mechanical Engineering Level 3 approved
- Consistency reviews:
 - 2719 - NZ Certificate in Engineering Fabrication (Trade) - consistency gained

Next hui scheduled for 16 October 2025.

Pūrongo a Te Poari Akoranga a Te Pūkenga | Academic Board Report

6 November 2025

Title	Competenz Academic Report 22 October 2025
Provided by	Pip Walsh, General Manager Learning Design and Innovation, Competenz

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

1.	Receives the report titled 'Competenz Academic Report 22 October 2025'.
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Whakarāpopototanga | Summary

Competenz Local Academic Committee met on 16 October 2025 and considered the following matters:

- Risk register / Issues log was reviewed and updated
- Matters for Central Decision Making request for contract renewals for 2026 delivery approved 18 September 2025
- No new appeals/academic integrity issues were identified
- 3 Record of Prior Learning applications awarded in the period for US17766v6 (Forestry)
- Application for transfer of micro-credential ownership from Competenz to Muka Tangata:
 - Chainsaw Use in Forestry Production (Micro-Credential) [4265]
 - Chainsaw Use in a Non-Forestry Production Environment (Micro-Credential) [4264]
 - Forestry Operations - Environment (Micro-credential) [3987]
 - Forestry Operations - Plant Plantation Trees (Micro-credential) [4376]
- New Zealand Qualifications Authority updates:
 - Type 2 programme applications in progress
 - Fabrication Engineering Level 4
 - Dairy Systems Engineering Level 4
 - Mechanical Engineering Level 4
 - Mechanical Building Services Level 4
- Consistency reviews:

2508 - NZ Certificate in Maritime Crewing – outcome to be confirmed

Next hui scheduled for 14 November 2025.



Pūrongo a Te Poari Akoranga | Academic Board

Report

6 November 2025

Title	EIT Academic Committee report 15 September 2025
Provided by	Ondene van Dulm, Chair EIT Academic Committee
Author	Jeanette Fifield, Executive Administrator

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

1.	Receives the report titled “EIT Academic Committee report 15 September 2025”.
2.	Notes that the EIT Academic Committee approved the new degree monitor appointment of Dr Karen Paringatia for: - TA4947 Te Toi o Ngā Rangi – Bachelor of Māori Visual Arts (Level 7) - HB4044 Te Hono ki Toi (Poutiri-a-rangi) Bachelor of Creative Practice (Honours) - HB4045 Te Hono ki Toi (Poutiriao) Master of Professional Creative Practice (180)

Whakarāpopototanga | Summary

The EIT Academic Committee met on Monday, 15 September 2025 from 2pm-2.55pm and received verbal updates and/or reports from the Principal Academic Quality Advisor, Executive Director Portfolio & Performance and the Executive Director Student & Academic Services.

Sub-delegations exercised

Nil.

Aroturuki | Monitoring

Nil.

Ngā tino raru ka heipū mai | Key risks

Nil.

Other matters

There are no other matters which the Committee considered which would be relevant to Te Poari Akoranga.

Pūrongo a Te Poari Akoranga | Academic Board Report

6 November 2025

Title	HITO Academic Committee report 30 September 2025 (Q3)
Provided by	Debra Hawkins, General Manager Stakeholder Engagement

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

1.	Receives the report titled HITO Academic Committee report 30 September 2025 (Q3)
2.	Notes that the HITO Academic Committee approved: • Submission of the New Zealand Certificate in Beauty Therapy (Level 4) to NZQA for programme extension and delivery with subtle changes to conditions. • Submission of the New Zealand Certificate in Hairdressing Professional Stylist (Level 4) to Toi Mai for extension of programme to 2027 to accommodate our third-year learners to complete apprenticeship in this programme. • New Pivot Point Programme – New Zealand Certificate in Commercial Hairdressing (Level 4) 240 Credits.

Whakarāpopototanga | Summary

NZQA application – Beauty Therapy programme extension

An application was submitted to NZQA for the extension of the programme and the continued delivery of the New Zealand Certificate in Beauty Therapy (Level 4). This application has been approved by NZQA.

Toi Mai Application – Hairdressing Professional Stylist programme extension

An application was submitted to Toi Mai for the extension of the programme and the continued delivery of the New Zealand Certificate in Hairdressing Professional Stylist (Level 4). This extension is intended to provide third-year apprentices with continuity in their learning. This is awaiting final approval.

Pivot Point programme resources

All programme resources will be fully uploaded by 31 October. HITO is currently enrolling all new first- and second-year apprentices into the Pivot Point Programme. Third-year apprentices are offered the option to participate in this programme. The programme is delivered through a blended learning approach, incorporating both online components and face-to-face workshops.

Aroturuki | Monitoring

N/A

Ngā tino raru ka heipū mai | Key risks

N/A

Ngā Tāpiritanga | Appendices

N/A

Pūrongo a Te Poari Akoranga | Academic Board Report

6 November 2025

Title	MIT Academic Committee report 3 September 2025
Provided by	Martin Carroll, Deputy Chief Executive Academic, MIT and Unitec
Author	Delphine Gesché, Executive Assistant to the DCE Academic

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

1.	Receives the report titled “MIT Academic Committee report 3 September 2025”
2.	Notes that the MIT Academic Committee approved the following Type 1 change: - New Zealand Certificate in Automotive Engineering (Level 3) [NZ3097]

Whakarāpopototanga | Summary

The MIT Academic Committee, met on 3 September 2025 from 1pm to 3:04pm in the Boardroom of the Ōtara Campus. The meeting achieved quorum and was chaired by Simon Nash, Deputy Chief Executive Learner Experience and Success at Unitec and MIT.

- Academic Standards Subcommittee report
- Self-Assessment, Evaluation and Review Subcommittee report
- Te Komiti Tangata Whenua Subcommittee report
- Pasifika Academic Subcommittee report
- Performance Evaluation and Review Reports 2024
- Moderation Report
 - Including discussion on ways to improve use of the moderation planning and tracking tool to improve transparency
- Student Council update
- Manukau and City Campus Student Advisory Subcommittee report
- Ōtara Campus Student Advisory Subcommittee report
- Tech Park Student Advisory Subcommittee report

Sub-delegations exercised

Sub-delegation	Details of how this has been exercised by the Local Academic Committee
Review and approval of changes to existing courses and programmes and approval of the withdrawal/closure or suspension of existing courses or programmes.	Type 1 Change: - New Zealand Certificate in Automotive Engineering (Level 3) [NZ3097]
Approval of variations to an individual learner's course/programme of study outside programme regulations.	N/A
Approval and release of learner results and recognition of credit for assessment (including assessment of prior learning).	The Academic Committee approved the granting of awards to graduands as per the submitted report.
Approval of proposals for research from Te Pūkenga kaimahi and learners involving human subjects (including learner course work research) and a Māori or Te Tiriti/Treaty of Waitangi dimension.	Approvals of research requiring Human Ethics Committee approvals are delegated to the Unitec Research Ethics Committee and are reported on via the Unitec Academic Committee reports.

Aroturuki | Monitoring

N/A

Ngā tino raru ka heipū mai | Key risks

- There are no new or emerging risks since the last report.

Other matters

- N/A

Pūrongo a Te Poari Akoranga | Academic Board Report

6 November 2025

Title	MIT Academic Committee report 1 October 2025
Provided by	Martin Carroll, Deputy Chief Executive Academic, MIT and Unitec
Author	Delphine Gesché, Executive Assistant to the DCE Academic

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

a)	Receives the report titled “MIT Academic Committee report 1 October 2025”;
a)	Notes that the MIT Academic Committee approved the following Type 1 change: - New Zealand Certificate in Food and Beverage Service (Level 3) [NZ2104] - New Zealand Certificate in Food and Beverage Service (Level 4) [NZ2105] - New Zealand Certificate in Early Childhood Education and Care (Level 4) [NZ2850] - New Zealand Certificate in Baking (Level 4) [NZ1842] - New Zealand Certificate in Baking (Level 5) [NZ1844]
b)	Notes that the MIT Academic Committee agreed for the MIT Academic Committee and Unitec Te Komiti Mātauranga to operate as a Joint Academic Committee, from Monday 6 October 2025 for the rest of 2025 (unless a new Manukau Institute of Technology and Unitec Council approves and establishes an Academic Board earlier).

Whakarāpopototanga | Summary

The Unitec Academic Committee, met on 1 October 2025 from 1pm to 3pm in the Boardroom of the Ōtara Campus. The meeting achieved quorum and was chaired by Martin Carroll, Deputy Chief Executive Academic at Unitec and MIT.

The following items were considered in the Open Session of the hui:

- Chair’s Report
 - including discussion of submissions on the Government’s draft Tertiary Education Strategy, ISB Orders in Council and NZQA’s iQAF
 - including discussions of work progressing to ensure that there is a comprehensive and integrated suite of academic policies for the new entity that will be in effect from 1 January 2026
- International Equivalency Settings
 - including noting that a new process will be established for periodic benchmarking of the equivalency of entry level qualifications and, from 2026, making recommending to Academic Board for admission purposes.

- Student Complaints 2024 Report
 - Including discussions regarding increasing training for staff engaged in complaints handling processes to ensure greater consistency.
- Student Service Centre 2024
- Academic Standards Subcommittee report
- Self-Assessment, Evaluation and Review Subcommittee report
- Te Komiti Tangata Whenua Subcommittee report
- Pasifika Academic Subcommittee report
- Manukau and City Campus Student Advisory Subcommittee report
- Ōtara Campus Student Advisory Subcommittee report
- Tech Park Student Advisory Subcommittee report

Sub-delegations exercised

Sub-delegation	Details of how this has been exercised by the Local Academic Committee
Review and approval of changes to existing courses and programmes and approval of the withdrawal/closure or suspension of existing courses or programmes.	the MIT Academic Committee approved the following Type 1 Change: - New Zealand Certificate in Food and Beverage Service (Level 3) [NZ2104] - New Zealand Certificate in Food and Beverage Service (Level 4) [NZ2105] - New Zealand Certificate in Early Childhood Education and Care (Level 4) [NZ2850] - New Zealand Certificate in Baking (Level 4) [NZ1842] - New Zealand Certificate in Baking (Level 5) [NZ1844]
Approval of variations to an individual learner's course/programme of study outside programme regulations.	N/A
Approval and release of learner results and recognition of credit for assessment (including assessment of prior learning).	N/A
Approval of proposals for research from Te Pūkenga kaimahi and learners involving human subjects (including learner course work research) and a Māori or Te Tiriti/Treaty of Waitangi dimension.	Approvals of research requiring Human Ethics Committee approvals are delegated to the Unitec Research Ethics Committee and are reported on via the Unitec Academic Committee reports.

Aroturuki | Monitoring

- MN4457 Bachelor of Nursing Monitors Report and (internal) Action Plan
- MN4574 Bachelor of Education Primary Pacific Monitors Report and (internal) Action Plan

Ngā tino raru ka heipū mai | Key risks

No new or emerging risks since last report.

Other matters

N/A.

Pūrongo a Te Poari Akoranga | Academic Board Report

6 November 2025

Title	MITO Quality Oversight Committee report 2 October 2025
Provided by	Liz McKenzie – Manager Quality and Assessment, Committee Chair

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

1.	Receives the report titled “MITO Quality Oversight Committee report 2 October 2025”.
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Whakarāpopototanga | Summary

MITO’s Quality Oversight Committee met and discussed matters relating to programme approvals, moderation, and updates relating to recent NZQA consultations.

Sub-delegations exercised

Nil.

Aroturuki | Monitoring

Nil.

Ngā tino raru ka heipū mai | Key risks

Risk title	Description	Potential consequences	Current mitigation
Learners with low literacy/English for Speakers of Other Languages (ESOL)	Learners with low literacy and/or ESOL using online translators and Artificial Intelligence (AI) to prepare responses for eLearning assessments	- High workload for assessors and Quality Assurance (QA) team confirming use of AI, returning assessments, marking re-submissions (with same issues), investigating and following up with Training Advisor, supervisor, Regional Manager, learner	- Work with learner/workplace to stop use of online translators/AI - QA team will ‘funnel’ learners within the system so that internal assessors mark their assessments in the interim (not contracted)

Risk title	Description	Potential consequences	Current mitigation
		- Learners at risk of non-completion of programmes, which will have an impact on MITO Educational Performance Indicators	- Training Advisor and Regional Manager also working with learner/workplace - Literacy/numeracy flag at enrolment should prompt suitable support to be implemented, but this may not be suitable/sufficient for those with ESOL

Other matters

There are no other matters which the Committee considered which would be relevant to Te Poari Akoranga.

Ngā Tāpiritanga | Appendices

Nil.

Pūrongo a Te Poari Akoranga | Academic Board Report

6 November 2025

Title	NMIT Academic Committee report March 2025
Provided by	Susannah Roddick, Director Academic and Teaching, NMIT

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

1.	Receives the report titled “NMIT Academic Committee report March 2025”;
2.	Notes that the NMIT Academic Committee approved: - Type 2 Change NZD Arts and Design L5 - UEC/NMIT MOU student exchange and study abroad agreement

Whakarāpopototanga | Summary of meeting

Administrative

Draft minutes of Academic Committee meeting 4 December 2024 (for confirmation)

It was noted: There are two sets of ASQ draft minutes yet to be approved at next ASQ, and Academic Committee meetings.

It was resolved: 04.12.2024 AC meeting minutes confirmed by committee – Moved: VW, second: LG

Proposal for membership of Academic Committee 2025

It was noted:

- Olivia Hall approves updated Academic Committee and ASQ membership – SR updated 2025 list with SK and NA. Last updated and minutes April 2023. Maintain rigour and integrity – updating to reflect current staff/roles.
- Important for members to send a delegate in their absence and to ensure delegate is briefed prior.
- ASQ changes to membership – Angela Scott added as Manager of Information and Admissions, and including curriculum area representatives.
- Academic Committee membership is reviewed at least every 2 years – minimum.
- Student representation is unchanged – 1x on ASQ and 2x on AC
- Noted it could be useful to have representation of students at different academic levels e.g. Cert vs Degree level. Agreed up to SANITI/students to decide.

Academic Committee correspondence (for receipt)

It was resolved: received by committee.

Academic and quality

Programme and course change approvals (for approval)

It was noted: This is an internal sign off, notifying Academic Committee that NZQA will be notified that NMIT has made these changes.

It was resolved: Moved: RP, second: SP

v6 Type 2 change Kaitiaki Whenua Trainee Ranger L4 WDC endorsement letter

It was noted: This is a type 2 change, related to qualification version update, updating qualification pathways.

- Chair thanks team for their hard work.

It was resolved: Moved: SR, second: SA

3v6 Type 2 Change NZD Arts and Design L5 WDC endorsement letter

It was noted: This change creates a smoother pathway between diploma and degree levels. Approved as new course, as a type 2 change.

It was resolved: Moved: SR, second: PW

Reports from committees and working parties

2024 Annual Report on research outputs and activities from curriculum areas

It was resolved: received by committee.

UEC/NMIT MOU student exchange and study abroad agreement (for approval)

It was noted: New study abroad partnership – subcontract agreement comes through to AC for approval.

It was resolved: Moved: SK, second: NA

UEC/NMIT Memorandum of Understanding – International (for approval)

It was resolved: Moved: SK, second: NA

Research and Ethics Committee (REC) confirmed meeting minutes – 3rd December 2024 (for receipt)

It was noted: REC is a sub-committee that reports to Academic Committee. Minutes from December 2024 meeting including one change – to maintain an updated register of activity, following ethics approval.

It was resolved: received by the committee.

Pūrongo a Te Poari Akoranga a Te Pūkenga | Academic Board Report

6 November 2025

Title	NMIT Academic Committee report April 2025
Provided by	Susannah Roddick, Director Academic and Teaching, NMIT

Te Taunaki | Recommendation(s)

It is recommended that Te Pūkenga Poari Akoranga:

1.	Receives the report titled “NMIT Academic Committee report April 2025”.
2.	Notes that the NMIT Academic Committee approved: New Site Delivery application to deliver Toi Ohomai Programme Manu Taiko – Toro Parirau L4, Manu Taiko – Toro Parirau, New Zealand Certificate in Māori Governance Level 4

Whakarāpopototanga | Summary of meetings held 9 April 2025 and 16 April 2025

9 April 2025

Administrative

Draft minutes of Academic Committee meeting - 12 March 2025 (for confirmation)

Resolution: The Academic Committee confirmed the minutes of the open meeting held on 12.03.25 as a true and accurate record of the meeting.

Moved: Rae Perkins **Seconded:** Nicole Akuhata

CARRIED

Academic Committee correspondence

Resolution: The Academic Committee received all inwards and outwards correspondence.

Academic and quality

Programme and course change approvals

Resolution: The Academic Committee approved and noted all programme and course change Approvals.

Moved: Trisha Krishnasamy **Seconded:** Susannah Roddick

CARRIED

Reports from committees and working parties

Complaints summary - report to Academic Committee

Resolution: The Academic Committee confirmed and received this summary. It was noted as being comprehensive. Susannah Roddick noted that a summary was sent to Te Pūkenga to meet our nationally standard reporting requirement.

Moved: Pam Wood **Seconded:** Rae Perkins

CARRIED

16 April 2025

Minutes

These are the open minutes of the E-Vote of Te Pūkenga trading as NMIT Academic Committee held on Wednesday 16 April.

Participants

Susannah Roddick (Chair), Shine Kelly, Nicole Akuhata, Soraya Paki Paki, Rae Perkins, Trisha Krishnasamy, Lisa Gant, Sobhan Akhavan, Max Devon, Scott Bailey, Patrick Beatson (delegate for Reid Carnegie), Dan Bremner (delegate for Pam Wood), Linzi Birmingham (delegate for Victoria Whitmore).

Responses

Academic Committee Voting Members	Responses
Susannah Roddick (Chair)	Confirmed
Nicole Akuhata	Confirmed
Soraya Paki Paki	Confirmed
Rae Perkins	Confirmed
Sobhan Akhavan	Confirmed
Max Devon	Confirmed
Patrick Beatson (delegate for Reid Carnegie)	Confirmed
Dan Bremner (delegate for Pam Wood)	Confirmed

Quorum was reached via E-Vote.

Academic and quality

Site accreditation request to deliver Toi Ohomai Programme Manu Taiko – Toro Parirau New Zealand Certificate in Māori Governance (Level 4)

Resolved that the NMIT accreditation site request to deliver Toi Ohomai programme Manu Taiko – Toro Parirau New Zealand Certificate in Māori Governance (Level 4) be approved.

CARRIED

- Memo – Manu Taiko – Toro Parirau Level 4, Manu Taiko – Toro Parirau, New Zealand Certificate in Māori Governance Level 4 New Site Delivery Accreditation Application
- New Delivery Site Level 1-6 Application Form Manu Taiko Level 4
- Te Pūkenga - Matters for Central Decision-Making Request for Approval Form - Māori Governance

Pūrongo a Te Poari Akoranga | Academic Board Report

6 November 2025

Title	NMIT Academic Committee Report May 2025
Provided by	Susannah Roddick, Director Academic and Teaching, NMIT

Te Taunaki | Recommendation(s)

It is recommended that Te Pūkenga Poari Akoranga:

a.	Receive the report titled 'NMIT Academic Committee Report May 2025'.
b.	Note that the NMIT Academic Committee approved: • All Programme and Course Change Approvals • Degree SARs • Exchange Agreement with Dayananda Sagar University, India

Whakarāpopototanga | Summary of key matters discussed at Academic Committees

14 May 2025

Administrative

Minutes of Academic Committee Wednesday 9 April were tabled for approval

Resolution: The Academic Committee confirmed the minutes of the online meeting held 09.04.24 as a true and accurate record of the meeting.

Moved: Trisha Krishnasamy

Seconded: Sobhan Akhaven

CARRIED

Minutes of Academic Committee Wednesday 16 April were tabled for approval

Resolution: The Academic Committee confirmed the minutes of the online meeting held 16.04.24 as a true and accurate record of the meeting.

Moved: Trisha Krishnasamy

Seconded: Sobhan Akhaven **CARRIED**

Academic and Quality

Programme and Course Change approvals for Academic Committee endorsement

Resolution: The Academic Committee approved and noted all Programme and Course Change Approvals. **Moved: Trisha Krishnasamy**

Seconded: Soraya Paki Paki

CARRIED

Academic Committee Correspondence for Academic Committee receipt/endorsement

Resolution: The Academic Committee received and endorsed Correspondence.

Moved: Soraya Paki Paki

Seconded: Lisa Gant

CARRIED

Degree SARs for Academic Committee approval

Action Point – Susannah Roddick/Shine Kelly. Noted that the draft variation of Viticulture & Wine document uploaded was the template document. To be brought back to the next meeting.

Resolution: The Academic Committee approved Degree SARs.

Moved: Rae Perkins

Seconded: Victoria Whitmore CARRIED

Reports from committees and working parties

Academic Standards and Quality Committee

Resolution: The Academic Committee receives information the minutes of the meeting of the Academic Standards and Quality Committee held 29th April 2025

Moved: Trisha Krishnasamy

Seconded: Sobhan Akhaven

CARRIED

Recognition of Academic Credit Committee

Resolution: The Academic Committee receives information for the Recognition of Academic Credit Committee held 22.01.2025, 05.02.2025, 18.02.2025, 04.03.2025, 13.03.2025.

Moved: Rae Perkins

Seconded: Lisa Gant

CARRIED

Any other actions

Exchange Recommendation April 2025 DSU for Academic Committee consideration

Action Point – Susannah Roddick. Require clarity for this paper. Noted it was difficult to confirm receipt without broader knowledge.

Update on Foundations Literacy and Numeracy external moderation – action plan

Rae Perkins Noted. Acknowledged thanks to the team for their hard work on this.

Sector updates

- TEC consultation process for information
- NZQA approval process for information

16 May 2025

Minutes

These are the Open minutes of the E-Vote of Te Pūkenga trading as NMIT Academic Committee held on Friday 16 May 2025.

Participants

Susannah Roddick, Shine Kelly, Nicole Akuhata, Pam Wood, Rae Perkins, Soraya Paki Paki, Trisha Krishnasamy, Victoria Whitmore, Lisa Gant, Sobhan Akhavan, SANITI President

Responses

Academic Committee Voting Members	Responses
Rae Perkins	Approved
Trisha Krishnasamy	Approved
Sobhan Akhavan	Approved
Lisa Gant	Approved
Nicole Akuhata	Approved
Soraya Paki Paki	Approved
Victoria Whitmore	Approved
Susannah Roddick	Approved

Quorum

Quorum was reached via E-Vote.

Agenda topic

1. Exchange Agreement with Dayananda Sagar University, India. For Academic Committee Endorsement.

a. 2025-AC-Memo-DSU Exchange.pdf

Aroturuki | Monitoring

N/A

Ngā tino raru ka heipū mai | Key risks

Risk title	Description	Potential consequences	Current mitigation	Comments
N/A				

Pūrongo a Te Poari Akoranga | Academic Board Report

6 November 2025

Title	NMIT Academic Committee report June 2025
Provided by	Susannah Roddick, Director Academic and Teaching, NMIT

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

1.	Receives the report titled “NMIT Academic Committee report June 2025”;
2.	Notes that the NMIT Academic Committee approved: • Consent to assess application for Unit Standard 31713 • Bachelor of Viticulture and Winemaking Degree Self-Assessment Report • NZ Certificate in Cookery qualification version update 2026 • Exchange Agreement with IGENSIA GROUPE France • Bachelor of Information Technology Type 2 change • Bachelor of Aquaculture and Marine Conservation 2026 Type 2 change • Master of Professional Accounting • Master of Information Technology • Bachelor of Arts and Media Type 2 change.

Whakarāpopototanga | Summary of meetings held 6 June 2025 (e-vote), 12 June 2025 and 24 June 2025 (evote)

6 June 2025

Academic and quality

Consent to assess application for Unit Standard 31713 and supporting documents was tabled for approval:

- AC Memo Consent to Assess 31713
- Appendices 3-8 - Consent to Assess US31713
- Application - Consent to Assess US31713 - NZQA

Resolved that the Consent to Assess Unit Standard 31713 application and supporting documents be approved.

CARRIED

Responses:

Academic Committee Voting Members	Responses
Linzi Birmingham	Approved
Rae Perkins	Approved
Dan Bremner	Approved
Susannah Roddick	Approved
Trisha Krishnasamy	Approved
Soraya Paki Paki	Approved
Lisa Gant	Approved
Nicole Akuhata	Approved
Pam Wood	Approved

12 June 2025

Administrative

Minutes of the previous Academic Committee meetings

- 16 May, e-Vote: Will Tregidga, International Exchange Agreement
Resolved that the Academic Committee meeting minutes held on 16 May 2025 be approved.
CARRIED
- 14 May, Academic Committee Meeting Minutes
Resolved that the Academic Committee meeting minutes held on 14 May 2025 be approved.
CARRIED

Correspondence, academic debate, priority issues, update

- Terms of Reference
- 2025-AC-Memo-11 June re AC items
- Academic Development Tracking document

Resolved that the memo to propose that NMIT remove inwards/outwards correspondence from the Academic Committee agenda and instead receive a current Academic Development Tracking report be approved.

CARRIED

Academic and quality

Bachelor of Viticulture and Winemaking Degree SAR

Noted:

- Tabled for endorsement by Pam Wood.
- This programme is to be reviewed in the next 1 to 2 years.

There are courses within the Bachelor of Viticulture and Winemaking with Te Reo Māori titles, however, there are no learning outcomes with relevance to Mātauranga Māori, so a proposal is underway to include Mātauranga Māori.

- Pam Wood noted that this programme is a rare and very successful model of blended residential schools and in person teaching. Recommended that the Aquaculture programme would also benefit from this model.

Action: Programme area to update cover photo on Bachelor of Viticulture and Winemaking SAR document.

Resolved: that the Degree SAR for Bachelor of Viticulture and Winemaking be approved.

CARRIED

Programme and course change approvals

New Zealand Certificate in Cookery (Level 4)

- 2.2.2 3V6 Approval Form: NZ Certificate in Cookery qualification version update 2026
- 2.2.3 NMIT PE Letter of Endorsement qualification 2101 NZ Certificate in Cookery L4
- 2.2.4 Consultation NZ Certificate Cookery L4
- 2.2.5 DRAFT NZ Certificate Cookery L4 CD 2026 TCon
- 2.2.6 DRAFT NZ Certificate Cookery L4 Programme Regulations 2026 TCon

Action: Susannah Roddick to acknowledge the extensive consultation and improvement work done by the cookery tutors.

Resolved 3V6 Approval Form: New Zealand Certificate in Cookery (Level 4), NMIT Letter of Endorsement, Consultation, Programme Regulations and Course Descriptors be approved.

CARRIED

Reports from committees and working parties

Academic Standards and Quality Committee

The Academic Committee receives for information the minutes of the meeting of the Academic Standards and Quality Committee held 29 April 2025

- 00-2025-04-29-ASQ-Minutes-OPEN - CONFIRMED

Resolved that the Academic Standards and Quality Committee meeting minutes held on 29 April 2025 be received.

CARRIED

Recognition of Academic Credit Committee

The Academic Committee receives for information the minutes of the following Recognition of Academic Credit Committee meetings:

- 2025.03 - 13 March E-vote
- 2025.03 -18 March E-vote - AC 11 June
- 2025.04 - 02 April E-vote
- 2025.04 - 29 April E-vote
- 2025.05 - 15 May 2025 E-vote
- 2025.05 - 27 May E-vote
- 25-03-18 CONFIRMED RAC Committee E-vote Minutes
- 25-04-02 CONFIRMED RAC Committee E-vote Minutes
- 25-04-30 CONFIRMED RAC Committee E-vote Minutes
- 25-05-15 APPROVED RAC Committee E-vote Minutes
- 25.05.29 APPROVED RAC Committee E-vote Minutes

Noted: Angela Scott (Information and Admissions Manager) is now Chair of Recognition of Academic Credit (RAC) committee (previously Sylvia Gassebner). Linda Gibbens is the RAC member at Academic Committee (previously Shine Kelly).

Resolved that the tabled Recognition of Academic Credit Committee meeting minutes be received.

CARRIED

Any other actions

Exchange Agreement IGENSIA GROUPE France

Noted: The IGENSIA GROUPE France: Exchange Recommendation received positive feedback from the Academic Committee.

Resolved that the IGENSIA GROUPE France: Exchange Recommendation be endorsed by the Academic Committee.

CARRIED

Sector updates

Noted: Sector updates to remain on agenda.

Verbal updates from Chair

Proposal to create a structured schedule for special agenda topics and key themes for each Academic Committee meeting.

Committee discussed proposing that a schedule of industry advisory meeting minutes come to Academic Committee for receipt.

Proposal to change Academic Committee meetings to Thursday afternoons at 3:00pm.

Action: Susannah Roddick to follow up with absent members (Sobhan Akhavan and Max Devon).

24 June 2025

Minutes of the previous Academic Standards and Quality Committee meeting

held Tuesday 24 June at 2:00pm, tabled for Academic Committee approval

- 2025-June-24 ASQ-Agenda-MINUTES

Resolved that the minutes from the previous Academic Standards and Quality Committee meeting held on 24 June 2025 are approved by the Academic Committee.

CARRIED

Degree Self-Assessment Reports (SARs) and Degree Monitoring

- Degree SARs and Degree Monitoring
- Merged_2024_SAR_and_Degree_Monitor_Report_Bachelor_Arts_and_Media
- Merged_2024_SAR_and_Degree_Monitor_Report_Bachelor_Viticulture_and_Winemaking
- Merged_2024_SAR_and_Degree_Monitor_Report_Grad_Cert_Career_Development
- Merged_2024_SAR_and_Degree_Monitor_Report_Bachelor-Counselling
- Merged_2024_SAR_and_Degree_Monitor_Report_Post_Grad_Cert_Professional_Supervision
- 2024 Bachelor of Information Technology SAR
- 2024 SAR Bachelor of Commerce
- 2024 SAR Master of Applied Management
- 2024 Degree Monitor Report BCom and MAM
- 2024 SAR Bachelor of Computer-Generated Imagery
- 2024 SAR Bachelor of Accounting
- 2024 Degree Monitoring Report Bachelor of Nursing

Resolved that the tabled Degree Self-Assessment Reports (SARs) and Degree Monitoring are endorsed by the Academic Committee.

CARRIED

Course and programme changes

Bachelor of Information Technology

- 3V6 Approval Form Bachelor in Information Technology 2026 08226
- DRAFT BIT_GradDipIT_Programme Regulations 2026_08226 TC on
- DRAFT BIT_GradDipIT_Course Descriptors 2026_08226 TC on
- Information Technology Advisory Committee Minutes Snip -12 June 2025

Resolved that the tabled 3V6 Approval Form, Bachelor of Information Technology 2026 08226 Type 2 change including Programme Regulations, Course Descriptors and supporting documents are approved by the Academic Committee.

CARRIED

Capability Document Master of Professional Accounting

- Capability document for Master of Professional Accounting
- Approval and accreditation document map to NZQA Criteria
- Master of Professional Accounting programme regulations 25100 2026
- Master of Professional Accounting course descriptors 25100 2026
- NMIT MPA Research Project Guides and Procedures
- Applied Business Programme Handbook EXAMPLE 2024
- 2025 NMIT Student Guide Apr25 DRAFT

Resolved that the tabled Capability Document Master of Professional Accounting and supporting documents are approved by the Academic Committee.

CARRIED

Capability Document Master of Information Technology

- Programme Accreditation Application - Master of Information Technology
- MIT Programme Accreditation Document Map to NZQA Criteria
- PR4974_MIT_Programme_Doc_21-2-25
- 2025 NMIT Student Guide Apr25 DRAFT Capability Document for Master of Professional Accounting

Resolved that the tabled Capability Document Master of Information Technology and supporting documents are approved by the Academic Committee.

CARRIED

Bachelor of Aquaculture and Marine Conservation 2026 Type 2 change

- 3v6 Approval Form Bachelor of Aquaculture and Marine Conservation Type 2 change eff s1 2026
- DRAFT Bachelor of Aquaculture and Marine
- Conservation Course Descriptors 2026 14108 TC on
- DRAFT Bachelor of Aquaculture and Marine Conservation Programme Regulations 2026 14108 TC on

Resolved that the tabled 3v6 Approval Form Bachelor of Aquaculture and Marine Conservation 2026 Type 2 change, Programme Regulations, Course Descriptors and supporting documents are approved by the Academic Committee.

CARRIED

Bachelor of Arts and Media Type 2 change

- 3v6 Approval Form Bachelor of Arts and Media Type 2 completion requirements Level 5
- DRAFT Bachelor of Arts and Media Course Descriptors 2026 17108 TC on
- DRAFT Bachelor of Aquaculture and Marine Conservation Programme Regulations 2026 14108 TC on
- Consultation Summary Bachelor of Arts and Media Level 5 2025

Resolved that the tabled 3v6 Approval Form Bachelor of Arts and Media Type 2 change, Programme Regulations, Course Descriptors and supporting documents are approved by the Academic Committee.

CARRIED

Pūrongo a Te Poari Akoranga | Academic Board Report

6 November 2025

Title	NMIT Academic Committee report July 2025
Provided by	Susannah Roddick, Director Academic and Teaching, NMIT

Te Taunaki | Recommendation(s)

It is recommended that Te Pūkenga Poari Akoranga:

1.	Receive the report titled 'NMIT Academic Committee report July 2025'.
2.	Notes that the NMIT Academic Committee approved: • New Zealand Diploma in Arts and Design L6 and supporting documents • 2025 Delivery subcontracts

Whakarāpopototanga | Summary

Welcome, apologies, notices

Apologies received from Linda Gibbens (observer), Reid Carnegie, Patrick Beatson (proxy for Reid Carnegie), Sobhan Akhavan, Scott Bailey (SANITI)

Administrative

Academic Committee meeting minutes

The minutes from the previous Academic Committee E-Vote meeting held Tuesday 24 June 2025, are tabled for receipt:

- 2025-June-25 AC-Minutes

Resolved that the minutes from the previous Academic Committee E-vote meeting held Tuesday 24th June 2025 is approved by the Academic Committee.

Academic and quality

Academic development status report 1 July 2025

- Academic Development Status Report 1 July 2025

Note: Question raised about the hold on Enrolled Nursing. Committee discussed slight delay for Diploma of Enrolled Nursing – Ara is currently working on updating their programme.

Resolved: The Academic Development Status Report 1 July 2025 is received by the committee.

New Zealand Diploma in Arts and Design L6

- Confirmed PAC Minutes New Zealand Diploma in Arts and Media L6
- 3V6 Approval Form New Zealand Diploma in Arts and Design L6 Type 2
- Programme Regulations New Zealand Diploma in Arts and Design L5-L6 2026 25100
- Course Descriptors New Zealand Diploma in Arts and Design L5-L6 2026 25100
- Rationale and Summary of Change Document New Zealand Diploma in Arts and Design L6

Noted: The Academic Committee approves the tabled documents plus supporting documents, subject to final consultation document coming through to Trisha Krishnasamy this afternoon.

Resolved that the tabled Confirmed PAC Minutes: New Zealand Diploma in Arts and Design L6, 3V6

Approval Form: New Zealand Diploma in Arts and Design L6, Programme Regulations and Course

Descriptors: New Zealand Diploma in Arts and Design L5 and L6, and Rationale and Summary of Change Document New Zealand Diploma in Arts and Design L6 are approved by the committee.

Moved: Victoria Whitmore, **Seconded:** Rae Perkins

CARRIED

2025 Delivery subcontracts

- 2025-07-11 Academic Committee Memo re 2025 Delivery Subcontracts

Action: Sub-contracts to become a standing item on the Academic Committee agenda on 13th November, or 11th December 2025.

Resolved that the Academic Committee Memo: 2025 Delivery Subcontracts is approved by the committee.

Moved: Trisha Krishnasamy, **Seconded:** Robbie McDonald

CARRIED

Reports from committees and working parties

Academic Standards and Quality Committee

The Academic Committee receives for information the minutes of the meeting of the Academic Standards and Quality Committee held Tuesday 24 June 2025:

- 2025-June-24 ASQ-MINUTES-draft

Noted: Academic Standards and Quality Committee are to continue doing spot-checks, and documenting spot-checks of results committees.

Resolved that the minutes from the previous Academic Standards and Quality Committee meeting held Tuesday 24th June 2025 are received by the Academic Committee.

Recognition of Academic Credit Committee

The Academic Committee receives for information the minutes of the following Recognition of Academic Credit Committee meetings:

- 25.05.29 APPROVED RAC Committee E-vote Minutes
- 25-05-15 APPROVED RAC Committee E-vote Minutes

Resolved that the tabled RAC minutes be received by the committee.

Any other actions

- Bachelor of Information Technology degree monitoring reports sent and received by NZQA.
- NMIT is looking to gain accreditation of Otago University's Bachelor of Nursing programme, which requires a capability document to show that NMIT has the capability to deliver the programme.
- Victoria Whitmore gave an overview of working groups on the action plan for Nursing Council, and the capability document done in collaboration with Shine Kelly's team for NZQA.
- This will come to the Academic Standards and Quality Committee for approval, (Head of Nursing, Linzi Birmingham is a member of AS&Q) and an e-vote will come to the Academic Committee in early August.

Sector updates

No matters arising.

Aroturuki | Monitoring

N/A

Ngā tino raru ka heipū mai | Key risks

Risk title	Description	Potential consequences	Current mitigation	Comments
N/A				

Pūrongo a Te Poari Akoranga | Academic Board Report

6 November 2025

Title	NMIT Academic Committee report August 2025
Provided by	Susannah Roddick, Director Academic and Teaching, NMIT

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

1.	Receives the report titled “NMIT Academic Committee report August 2025”;
2.	Notes that the NMIT Academic Committee approved: • Programme Accreditation Application Bachelor of Nursing, Capability Document for Bachelor of Nursing, Memorandum of Understanding NMIT Otago Bachelor of Nursing July 2025, Otago Bachelor of Nursing Programme Document 2025 • 3V6 Approval Form Type 2: New Zealand Diploma in Sport, Recreation and Exercise Level 5 and Level 6 including Programme Regulations and Course descriptors • Aeronautical Maintenance Certification Micro-Credential documents • Student exchange and study abroad agreements with Reutlingen University, Germany and Hartwick College, USA

Whakarāpopototanga | Summary of e-meeting held 7 August and meeting held 12 August 2025

7 August 2025

Minutes

These are the open minutes of the e-vote of Te Pūkenga trading as NMIT Academic Committee (the Committee) held Thursday 7 August 2025.

Participants

Susannah Roddick (Chair), Shine Kelly, Nicole Akuhata, Trisha Krishnasamy, Catherine Harris, Pam Wood, Rae Perkins, Reid Carnegie, Soraya Paki Paki, Victoria Whitmore, Sobhan Akhavan, Lisa Gant, SANITI Student Representatives **Non-voting:** Linda Gibbens, Sophie Power (Committee Secretary)

Responses

Academic Committee Voting Members	Responses
Victoria Whitmore	Approve

Academic Committee Voting Members	Responses
Soraya Paki Paki	Approve
Rae Perkins	Approve
Nicole Akuhata	Approve
Catherine Harris	Approve
Trisha Krishnasamy	Approve
Susannah Roddick	Approve
Shine Kelly	Approve

Quorum met: 8 votes at 4:00pm, Thursday 7 August 2025.

Background Information

Please note that this application has already been reviewed and endorsed by Academic Standards and Quality (ASQ) Committee who act as delegate for these matters on behalf of Academic Committee. They have recommended it for the Committee to approve. Background (and more details) are available via the memo document.

Documents

1. Course and Programme Changes: Bachelor of Nursing, Programme Accreditation Application

- 1.1 AC Memo: Programme Accreditation Application Bachelor of Nursing
- 1.2 Capability Document for Bachelor of Nursing
- 1.3 Memorandum of Understanding NMIT Otago Bachelor of Nursing July 2025
- 1.4 Otago Bachelor of Nursing Programme Document 2025 v2
- 1.5 Te Pūkenga Matters for Central Decision-Making Request Form Bachelor of Nursing

Resolved that the tabled Academic Committee Memo: Programme Accreditation Application Bachelor of Nursing, Capability Document for Bachelor of Nursing, Memorandum of Understanding NMIT Otago Bachelor of Nursing July 2025, Otago Bachelor of Nursing Programme Document 2025, and Te Pūkenga Matters for Central Decision Making Request form Bachelor of Nursing be approved by the Academic Committee.

CARRIED

Administrative

Academic Committee meeting minutes

The minutes from the previous Academic Committee e-Vote meeting held 10 July 2025 are tabled for receipt: 2025-07-10 Academic Committee Minutes - Draft.docx.

Noted: Pam Graham has created a database for prompting triggers for subcontracts.

Resolved that the minutes from the previous Academic Committee E-Vote meeting held 10 July 2025 are received by the committee.

Academic and quality

12 August 2025

Academic Development Status Report 8 August - tabled for information

Noted: The Bachelor of Nursing Otago programme accreditation application was submitted to NZQA on 8 August 2025.

Resolved that the tabled Academic Development Status Report 8 August is received by the committee.

3V6 Approval form Type 2: New Zealand Diploma in Sport, Recreation and Exercise Level 5 and Level 6 including programme regulations and course descriptors – tabled for approval

- 3.2.1 3v6 NZ Dips in Sport Rec Exercise L5L6 qualification version updates.pdf
- 3.2.2 DRAFT NZ Dips in Sport Rec and Exercise L5 L6 Programme Regulations 2026 17102.pdf
- 3.2.3 DRAFT NZ Dips in Sport Recreation and Exercise L5 L6 Course Descriptors 2026 17102.pdf

Noted: Updates have been made to the Diploma in Sport, Recreation and Exercise – Level 5 and 6. The programme needed to be reviewed as it was expiring. Changes have been made to teaching hours and tweaks of titles to better align with industry.

Resolved that the tabled 3V6 Approval Form Type 2: New Zealand Diploma in Sport, Recreation and Exercise Level 5 and Level 6 including Programme Regulations and Course descriptors is approved by the committee.

First: Victoria Whitmore **Second:** Rae Perkins

CARRIED

Aeronautical Maintenance Certification micro-credentials – tabled for approval

- 3.3.1 AC Memo: Aeronautical Maintenance Certification micro-credentials
- 3.3.2 Aeronautical Maintenance Certification micro-credentials L6 PAC Report
- 3.3.3 POSTPAC DRAFT PAA Aeronautical Maintenance Certification micro-credential NEW

Noted: These micro-credentials are part of the Level 6 programme. These four new micro-credentials are to be incorporated into the current 11 courses within the Level 6 programme. This was requested by industry, as part of a long-standing MOU with Air New Zealand.

Susannah noted: the documentation was very good. Acknowledgement to Linda and Shine's team.

Reports from committees and working parties

Resolved that the tabled Aeronautical Maintenance Certification Micro-Credential documents are approved by the committee.

Moved: Lisa Gant **Second:** Rae Perkins

CARRIED

- AC Memo: Supported Learning Micro-credentials 2025
- PAC Minutes 4 August 2025 - Supported Learning Micro-credentials

- POSTPAC DRAFT PAA Supported Learning Micro-credentials

Resolved that the tabled AC Memo: Supported Learning Micro-Credentials 2025, PAC Minutes 4 August 2025 and POSTPAC DRAFT PAA Supported Learning Micro-Credentials are approved by the committee.

Moved: Susannah Roddick, **Second:** Trisha Krishnasamy

CARRIED

Letter from NZAC accreditation letter to NMIT

Accreditation of Paetahi Tumu Kōrero Bachelor of Counselling, Nelson Marlborough Institute of Technology, by Te Roopu Kaiwhiriwhiri o Aotearoa, the New Zealand Association of Counsellors.

Resolved that the tabled letter from NZAC is received by the committee.

TEC Investment Plan, ISB board membership and NMIT stand-alone

Noted: Academic Committee no longer receive a full record of TEC and NZQA correspondence. Positive feedback to include correspondence for the latest important information that staff may like to be advised of.

Susannah to formalise minute to update: 2025-AC-Memo-Template.docx.

Minutes of the previous Academic Standards and Quality Committee meeting held Tuesday 22nd July 2025

Resolved that the Academic Committee receives for information the minutes of the meeting of the previous Academic Standards and Quality Committee meeting held Tuesday 22 July 2025.

Minutes of the previous Recognition of Academic Credit (RAC) Committee meetings

Resolved that the Academic Committee receives for information the minutes of the tabled Recognition of Academic Credit Committee meetings.

Student exchange and study abroad agreements – tabled for approval

- 5.1 Academic Committee Memo: 12/08/2025 - Reutlingen University, Germany
- 5.2 Student Exchange and Study Abroad Agreement: Reutlingen University, Germany
- 5.3 Academic Committee Memo: 17/07/2025 – Hartwick College, USA

Noted: this is a great opportunity for NMIT students, for those going abroad to study, and by having international students in the classes at NMIT.

Resolved that the Academic Committee approves the tabled Academic Committee Memo and Student Exchange and Study Abroad Agreement: Reutlingen University, Germany, and the Academic Committee Memo for Hartwick College, USA.

Moved: Soraya Paki Paki **Second:** Lisa Gant

CARRIED

Sector updates

No matters arising.

Pūrongo a Te Poari Akoranga | Academic Board Report

6 November 2025

Title	NMIT Academic Committee report September 2025
Provided by	Susannah Roddick, Director Academic and Teaching, NMIT

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

1.	Receives the report titled “NMIT Academic Committee report September 2025”.
2.	Notes that the NMIT Academic Committee approved: • Adventure Tourism Level 4 and Level 5 type 2 programmes changes • Type 2 changes to New Zealand Diploma in Animation (Level 5) and New Zealand Diploma in Animation (Level 6) • Digital Photography micro-credential • Aeronautical Maintenance Certification micro-credentials

Whakarāpopototanga | Summary of meeting held 11 September 2025

Administrative

Academic Committee meeting minutes

The minutes from the previous Academic Committee E-Vote meeting held 12 August 2025 are tabled for receipt:

Resolved: Received by the committee. SR

Academic and Quality

Academic development status report

Resolved: Received by the committee.

New Zealand Diploma in Animation (Level 5 and Level 6)

- 3v6 Dips Animation L5 L6 Type 2
- POSTPAC DRAFT NZDips Animation ProgRegs 2026 18105
- POSTPAC DRAFT BCGI GradDipCGI NZDips Animation CD 2026 18105 CLEAN
- POSTPAC DRAFT BCGI GradDipCGI NZDips Animation CD 2026

- Consultation NZ Diplomas Animation Level 5 and Level 6
 - Note: Item 3.2 NZ Diplomas in Animation – Type 2 programme change – these programmes form the first two years of the Bachelor of CGI, the combined Course Descriptor document contains Level 7 courses – these are NOT within the scope of this change.
 - A clean version of the course descriptors has been provided for convenience.
 - Noted: POSTPAC – Current version is expiring 31 Dec 2025; curriculum area took the opportunity to update and refresh the course.

Resolved: the tabled 3V6 Approval Form – New Zealand Diploma in Animation (Level 5), NZ Diploma in Animation (Level 6), Programme Regulations, Course Descriptors and Consultation Summary is approved by the committee.

First: Kate Rees **Second:** Pam Wood

CARRIED

Digital Photography micro-credential

- AC Memo Digital Photography Micro-credential
- DRAFT Digital Photography Micro-credential Regs 2025 25100
- Consultation Digital Photography Micro-credential
- DRAFT Cover Letter - Digital Photography Micro-credential
- Form-2-Micro-credential-Digital Photography

Noted: Training Schemes are retiring so the Arts curriculum area looked at what was their most popular training scheme; Digital Photography - and converted it into a Micro-credential. Other training schemes aren't being developed into Micro-credentials at this stage, as the intake rates were not as high as digital photography.

Resolved: the tabled Digital Photography Micro-Credential – Academic Committee Memo, DRAFT Programme Regulations, Consultation Summary, DRAFT NZQA Cover Letter and NZQA Micro-Credential Approval and Accreditation Application Form is approved by the committee.

First: Trisha Krishnasamy **Second:** Soraya Paki Paki

CARRIED

Aeronautical Maintenance Certification micro-credentials

- Academic Committee Memo AMC Training Schemes to Micro-credentials
- DRAFT PAA Aeronautical Maintenance Certification Micro-credentials
- DRAFT NZQA Cover Letter AMC Micro-credentials Existing

Noted: Training schemes are being converted into micro-credentials. Aeronautical Maintenance is a very popular course; NMIT is the only institute in New Zealand to run this course, there are 350 students on the programme. There are 11 training schemes that need to be changed into micro credentials.

Resolved: the tabled Aeronautical Maintenance Certification Micro-credentials – Academic Committee Memo, DRAFT Programme Approval Application, DRAFT NZQA Cover Letter is approved by the committee.

First: Reid Carnegie **Second:** Lisa Gant

CARRIED

Adventure Tourism Level 4 and Level 5 type 2 programme change

- Adventure Tourism and Guiding Level 4 and Level 5 programme regulations 2026 18105
- DRAFT Adventure Tourism and Guiding Level 4 and Level 5 course descriptors 2026 18105
- Consultation Summary Adventure Tourism and endorsement letters from Toi Mai for both programmes are tabled for approval
- 3v6 Approval Form Adventure Tourism Level 4 and Level 5 Type 2 2025
- DRAFT Adventure Tourism and Guiding Level 4 Level 5 Prog Regs 2026 18105
- DRAFT Adventure Tourism and Guiding Level 4 Level 5 course descriptors 2026 18105
- Consultation Summary Adventure Tourism
- NMIT Programme Endorsement letter 3766 050925 Academic Committee
- NMIT Programme Endorsement letter 3765 050925 Academic Committee

Noted: The current version of Level 4 and Level 5 is expiring 31 December 2026. Programme Area took the opportunity to change to GPO's and teaching hours.

Resolved: Approve subject to second endorsement letter added to minutes/agenda.

The tabled 3V6 Approval Form Adventure Tourism Level 4 and Level 5 type 2 programme change.

DRAFT Adventure Tourism and Guiding Level 4 and Level 5 programme regulations 2026 18105, DRAFT Adventure Tourism and Guiding Level 4 and Level 5 course descriptors 2026 18105, Consultation Summary Adventure Tourism and endorsement letters from Toi Mai for both programmes is approved by the committee.

First: Soraya Paki Paki **Second:** Rae Perkins

CARRIED

Draft Changes 11.09.25

Resolved: received by the committee. No actions.

Reports from committees and working parties

Academic Standards and Quality (AS&Q) Committee

The Academic Committee receives for information the minutes of the meeting of the Academic Standards and Quality Committee held 26 August 2025: ASQ-Minutes-2025-08-26

Resolved: received by the committee. No actions.

SK

Recognition of Academic Credit (RAC) Committee

The Academic Committee receives for information the minutes of the following Recognition of Academic Credit Committee meetings: 20.08.20 APPROVED RAC Committee Minutes.docx.url, 2025.07.22 APPROVED RAC Committee Minutes.docx.url, 2025.08.04 APPROVED RAC Committee Minutes.docx.url.

Resolved: received by the committee. No actions. SR

Sector Updates SR

NZQA Integrated Quality Assurance Framework (IQAF) - for consultation and feedback

Noted: Feedback regarding reporting processes at NMIT, standardized processes. The chair noted the significance for Academic Committee and CAMs to contribute their feedback to the consultation process.

Pūrongo a Te Poari Akoranga | Academic Board Report

6 November 2025

Title	NMIT Academic Committee report October 2025
Provided by	Susannah Roddick, Director Academic and Teaching, NMIT

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

1.	Receives the report titled “NMIT Academic Committee report October 2025”.
2.	Notes that the NMIT Academic Committee approved: • Predator Trapping Methods Micro-credential • Study abroad and exchange agreements

Whakarāpopototanga | Summary of meeting held 9 October 2025

Administrative

Academic Committee meeting minutes

The minutes from the previous Academic Committee E-Vote meeting held 11 September 2025 are tabled for receipt: 2025-09-11 Academic Committee Minutes.docx

Resolved: the minutes from the previous Academic Committee meeting held 11th September 2025 are approved by the committee as a true and accurate record.

Academic and quality

Academic Development Status Report - tabled for information

Resolved: the tabled Academic Development Status Report is acknowledged by the committee. The committee provided feedback for Learning and Academic to provide a glossary at the bottom of the Academic Development Status report for ease of use.

Programme and Course Change Approvals 09.10.25 - tabled for information

3.6.1 Changes 09.10.25.docx

Resolved: tabled changes acknowledged by the committee.

Predator Trapping Methods Micro-Credential and supporting documents – tabled for approval

- 3.4.1 NZQA Cover Letter Predator Trapping Methods Micro-credential 2025.pdf
- 3.4.2 Predator Trapping Methods Course DOC industry evidence statement (1).pdf
- 3.4.3 Micro-credential Review Report Predator Trapping 2025.pdf
- 3.4.4 Form-2-MC-Predator-Trapping-Methods (1).pdf

- 3.4.5 Consultation 2017-2025 - Predator Trapping Methods.pdf
- 3.4.6 Muka Tangata Micro-Credential Support Letter - NMIT - Predator Trapping Methods.pdf
- 3.4.7 DRAFT Predator Trapping Methods MCred Regs 2026 26100 TC on.pdf

Moved: Pam Wood, **Seconded:** Soraya Paki Paki

Resolved: The tabled Predator Trapping Methods Micro-credential and supporting documents are approved by the committee.

CARRIED

Reports from committees and working parties

Academic Standards and Quality Committee

The Academic Committee receives for information the minutes of the meeting of the Academic Standards and Quality Committee held 23 September 2025: ASQ Minutes- 23 September 2025

Resolved: approved as a true and accurate record.

Recognition of Academic Credit (RAC) Committee

The Academic Committee receives information on the minutes of the following Recognition of Academic Credit Committee meetings. **Note:** September RAC meeting was cancelled; October meeting minutes unconfirmed.

Verbal updates

- NZQA Panel visits. A verbal update from Trisha on NZQA Panel Master in IT scheduled for 4 November, and verbal update from Rae on NZQA Panel for Master in Professional Accounting scheduled for 11 November.
- Trisha: Programme accreditation for Masters in IT. Panel for IT, degree monitoring/capability. Currently gathering information.
- Rae: Professional accounting, delivery for 2026. Recognition of work from teams.
- NMIT's feedback to NZQA's consultation – for discussion. NMIT iQAF Consultation Submission Sept 2025.pdf noted – Shine and Lisa
- Academic Committee meetings on SharePoint. 2025-AC - 9 Oct Memo re Academic Committee access in SharePoint.docx - received

Study abroad and exchange agreements

2025 AC Memo: Rider University USA – Study Abroad and Exchange

NMIT Student Exchange Agreement – Rider University and NMIT – September 2025

Resolved: approve subject to updated details.

First: Susannah Roddick, **Second:** Rae Perkins

CARRIED

Pūrongo a Te Poari Akoranga | Academic Board Report

6 November 2025

Title	NorthTec Academic Committee report 11 September 2025
Provided by	Joan Taylor, Committee Co-Chair
Author	Stella Campbell, Committee Secretary

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

1.	Receives the report titled “NorthTec Academic Committee report 11 September 2025”;
2.	Notes that the NorthTec Academic Committee approved: • Granting of the certificate and diploma qualification awards • Application for approval and accreditation of Micro Credential – ‘Preparation of Healthy Kai’ • Application for accreditation of Micro Credential – ‘License Controller Qualification – LCQ’ • Type 2 Changes to programme ‘New Zealand Certificate in Beauty Therapy (Level 4)’ to align with latest qualification version • Application for New Delivery Site of Te Pūkenga ‘Energy Sector’ Micro Credentials: • 5228 Business Planning: Assessing Environmental Factors and Impact in the Energy Sector • 5227 Leadership: Approaches and Communication in the Energy Sector • 5236 Leadership: Managing Change in the Energy Sector • 5238 Operational Management Fundamentals: Analysing and Improving Business Performance • 5229 Programme Delivery: Project and Stakeholder Management in the Energy Sector • 5237 Team Management and Conflict Resolution Strategies in the Energy Sector

Whakarāpopototanga | Summary

The NorthTec Academic Committee (the Committee) meeting was held on 11 September 2025, at the Raumanga Campus in Whangarei. A quorum was reached with eight members present. The committee welcomed new member, Petrus Brink who was attending his first meeting.

Sub-delegations exercised

Sub-delegation	Details of how this has been exercised by the Local Academic Committee
Review and approval of changes to existing courses and programmes and approval of the withdrawal/closure or suspension of existing courses or programmes.	• Type 2 Changes to programme 'New Zealand Certificate in Beauty Therapy (Level 4)' • Note: Change application to align programme with current Qualification version. Changes were accepted as 'Type 1' by NZQA.

Aroturuki | Monitoring

No new monitoring requests

Ngā tino raru ka heipū mai | Key risks

There are no new risks since the previous report.

Other matters

The Committee received the following reports:

- Academic Quality Assurance Committee Report
- Research and Ethics Committee Report
- Assessors and Reviewers Report
- Supplementary Assessors and Reviewers Report

Ngā Tāpiritanga | Appendices

Not applicable.

Pūrongo a Te Poari Akoranga | Academic Board Report

6 November 2025

Title	NorthTec Academic Committee Report 9 October 2025
Provided by	Joan Taylor, Committee Co-Chair
Author	Stella Campbell, Committee Secretary

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

1.	Receives the report titled “NorthTec Academic Committee Report 9 October 2025”;
2.	Notes that the NorthTec Academic Committee approved: • Deregistration of delivery sites to be notified to New Zealand Qualifications Authority (NZQA) and Tertiary Education Commission • Granting of the Certificate and Diploma Qualification Awards.

Whakarāpopototanga | Summary

The Academic Committee meeting was held on 9 October 2025, at the Raumanga Campus in Whangarei. A quorum was reached with eight members present.

Sub-delegations exercised

Sub-delegation	Details of how this has been exercised by the Local Academic Committee
Review and approval of changes to existing courses and programmes and approval of the withdrawal/closure or suspension of existing courses or programmes.	Not applicable
Approval of variations to an individual learner’s course/programme of study outside programme regulations.	Not applicable
Approval and release of learner results and recognition of credit for assessment (including assessment of prior learning).	Granting of the Certificate and Diploma Qualification Awards
Approval of proposals for research from Te Pūkenga kaimahi and learners involving human subjects	Not applicable

Sub-delegation	Details of how this has been exercised by the Local Academic Committee
(including learner course work research) and a Māori or Te Tiriti/Treaty of Waitangi dimension.	

Aroturuki | Monitoring

No new monitoring requests

Ngā tino raru ka heipū mai | Key risks

Risk title	Description	Potential consequences	Current mitigation	Comments
Move to Wisenet	Migration of Artena to Wisenet. The migration from Artena to Wisenet as the new Learner/Student Management System (LMS/SMS) introduces wide-ranging changes affecting enrolment, result processing, compliance, finance, and reporting. The LMS/SMS implementation and go-live scheduled for October 2025, coinciding directly with the rollout of a major institutional restructuring announced on 01/08/2025. This restructuring involves a significant reduction in the workforce and a realignment of roles and responsibilities across key operational areas. The convergence of these two major organisational changes within the same period poses a serious risk to project delivery, operational continuity, and change adoption. Staff capacity and institutional knowledge are likely to be disrupted at a time when stability and	Introduction of a new LMS/SMS will affect timely processing of programme applications, enrolment, result processing, compliance, finance, and reporting. Details of each of these components is reported elsewhere.	Proposal to vendor to postpone migration from Artena to WiseNet until 2026 when the minimum viable product will be confirmed.	Confirmed postpone migration until 2026, dates to be managed juggling between Data Systems Refresh dates, end of semester 1 academic resulting periods and semester 2 recruiting.



Risk title	Description	Potential consequences	Current mitigation	Comments
	engagement are most critical. This overlap has also introduced considerable uncertainty and stress among impacted teams, further threatening business readiness and post-implementation support.			

Other matters

Academic Committee received the following reports:

- Academic Quality Assurance Committee Report (Open session)
- Academic Quality Assurance Committee Report (Closed session)
- Research and Ethics Committee Report
- Semester 2, 2025 First Impressions Survey Executive Summary Report
- Te Pūkenga / NorthTec Learner Survey Report

Ngā Tāpiritanga | Appendices

Not applicable

Pūrongo a Te Poari Akoranga a Te Pūkenga | Academic Board Report

06 November 2025

Title	Open Polytechnic Academic Committee Report 02 May 2025
Provided by	Alan Cadwallader, Executive Director

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

1.	Receive the report titled 'Open Polytechnic Academic Committee Report 02 May 2025'.
2.	Note that the Open Polytechnic Academic Committee approved: • Artificial Intelligence for Business Leaders (Micro-credential) • 2024 Annual Programme Evaluation Reports for Bachelor of Applied Science, Graduate Certificate in Sustainable Management, and Graduate Diploma in Sustainable Management • Appointment of Ben Waterhouse to the Environment Stakeholder Advisory Group • Appointment of Jamie Vaughan to the Information Technology Stakeholder Advisory Group • Appointment of Mark Revill to the Initial Teacher Education Stakeholder Advisory Group • The release of the Evidence-based Reflective Review of Ethics Committee Frameworks, Process and Practices report to Pounuku Rangahau, Director Rangahau and Research, Te Pūkenga. • Appointment of Dr Madhuri Sedlmeir (Learning Design and Development) to the Research Committee • Changes to the Credit Recognition Schedule

Whakarāpopototanga | Summary

Approvals

The following items were approved:

- Artificial Intelligence for Business Leaders (Micro-credential)
- 2024 Annual Programme Evaluation Reports for OP7010 Bachelor of Applied Science, Graduate Certificate in Sustainable Management, and Graduate Diploma in Sustainable Management
- Appointment of Ben Waterhouse to the Environment Stakeholder Advisory Group
- Appointment of Jamie Vaughan to the Information Technology Stakeholder Advisory Group

- Appointment of Mark Revill to the Initial Teacher Education Stakeholder Advisory Group
- The release of the Evidence-based Reflective Review of Ethics Committee Frameworks, Process and Practices report to Pounuku Rangahau, Director Rangahau and Research, Te Pūkenga
- Appointment of Dr Madhuri Sedlmeir (Learning Design and Development) to the Research Committee
- Changes to the Credit Recognition Schedule.

Noting

The following items were received and noted:

- NZQA accreditation to deliver the latest version of the Bachelor of Engineering Technology
- TEO annual Self-Review Summary Report. Open Polytechnic has opted to be part of the pilot
- Type 1 changes to legacy course descriptors and programmes that had already been approved under an internal delegation process
- Minutes from the Portfolio Decision Group meeting held 09 April 2025
- Minutes from the Early Childhood Education Stakeholder Advisory Group meeting held 02 April 2025.
- Minutes from the Funeral Directing Stakeholder Advisory Group meeting held 01 April 2025
- Minutes of the Engineering Stakeholder Advisory Group meeting held 10 March 2025
- The continuous improvement initiatives that are in progress in Quarter 1 2025
- Minutes from the Academic Quality Assurance Committee meeting held on 20 March 2025
- Minutes from the Ethics Committee meeting 03 March 2025
- Minutes of the Research Committee meeting 11 March 2025.

Aroturuki | Monitoring

- 2024 Annual programme evaluation reports for Bachelor of Applied Science, Graduate Certificate in Sustainable Management, and Graduate Diploma in Sustainable Management

Ngā tino raru ka heipū mai | Key risks

Risk title	Description	Potential consequences	Current mitigation	Comments
Quality Management System (QMS)	Re-establishing the policy environment and own-QMS capability to support standalone entity status.	Transition of QMS and policy environment from Te Pūkenga to Open Polytechnic New Zealand (OPNZ) requires significant	Analysis of current state OPNZ policy being initiated. Te Pūkenga QMS framework being reviewed for	QMS ready for future OPNZ programme approvals.

Risk title	Description	Potential consequences	Current mitigation	Comments
		updating of OPNZ policy and re-establishing an OPNZ-centric QMS framework.	adaptation potential.	
Assessment integrity	Increased use of Artificial Intelligence (AI) to support ākonga submission of assessment.	Managing increasing incidents of AI-generated plagiarism. Impact on academic honesty and assessment integrity.	Reviewing current policy and governance settings for the polytechnic's assessment environment. Drafting guidelines for AI usage for both kaimahi and ākonga. Increasing resources to manage increased plagiarism cases. Regular, quarterly reporting of academic misconduct cases to Academic Committee.	Assessment integrity.
Unified programmes	Impact of implementation and changes to unified programmes requiring changes to digital resources and assessment for distance delivery.	Ongoing management and implementation of unified programmes not accounting for the Open Polytechnic distance delivery model. Resource changes, revision and redevelopment impact on programme implementation timeframes and investment in	Representation at national programme committee. Case-by-case examination of programme changes, as a decision point for not continuing with unified programme offering(s).	Unified programmes.

Risk title	Description	Potential consequences	Current mitigation	Comments
		resource development.		
Unified programmes	Future management and coordination of unified programmes as Te Pūkenga disestablishes.	Impact on continued delivery/offering of unified programmes. Future desirability of being 'unified' to provide support to other entities.	Continue to participate in the unified national programme committee groups. When known, evaluate government decisions that could signal the future for having unified programmes.	Future management and use of unified programmes.

Pūrongo a Te Poari Akoranga a Te Pūkenga | Academic Board Report

06 November 2025

Title	Open Polytechnic Academic Committee report 06 June 2025
Provided by	Alan Cadwallader, Executive Director

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

a)	Receive the report titled 'Open Polytechnic Academic Committee Report 06 June 2025'.
b)	Note that the Open Polytechnic Academic Committee approved: • Changes to the programme of study for the New Zealand Certificate in Financial Services (Level 5) with strands • Micro-credentials to replace the existing Training Schemes for Teaching as a Profession, and Teaching Practice for the Teacher Education Refresh programme • Appointment of Alex Doyle, Kate Saunders, Damien McGill and Judith Taylor to the Built Environment Stakeholder Advisory Group • Endorsement of Dr Denise Blake as a degree monitor for the Bachelor of Social Health and Wellbeing and associated programmes • Changes to the Terms of Reference for the Research Committee and the Ethics Committee • The Record of Prior Learning (RPL) arrangement for Southbase employees enrolling into the New Zealand Diploma in Construction (Level 6) (Construction Management strand) • Changes to the Credit Recognition Schedule

Whakarāpopototanga | Summary

Approvals

The following items were approved:

- Changes to the programme of study for the New Zealand Certificate in Financial Services (Level 5) with strands
- Micro-credentials to replace the existing Training Schemes for Teaching as a Profession, and Teaching Practice for the Teacher Education Refresh programme
- Appointment of Alex Doyle, Kate Saunders, Damien McGill and Judith Taylor to the Built Environment Stakeholder Advisory Group

- Endorsement of Dr Denise Blake as a degree monitor for the Bachelor of Social Health and Wellbeing and associated programmes
- Changes to the Terms of Reference for the Research Committee and the Ethics Committee
- The RPL arrangement for Southbase employees enrolling into the New Zealand Diploma in Construction (Level 6) (Construction Management)
- Changes to the Credit Recognition Schedule

Noting

The following items were received and noted:

- New Zealand Qualifications Authority (NZQA) correction of error in total learning hours for the Generative Artificial Intelligence (micro-credential)
- Interim Consistency Review Report, with an outcome of 'Sufficient' for the New Zealand Diploma in Web Development and Design (Level 5)
- Ringa Hora communication of the listing of two leadership qualifications
- Type 1 changes to legacy course descriptors and programmes that had already been approved under an internal delegation process
- Minutes from the Portfolio Decision Group meeting held 16 May 2025
- 2025 degree monitor report for the Bachelor of Applied Science
- 2024 Formal complaints summary
- An update on 2025 Academic integrity referrals, misconduct and plagiarism incidents
- Minutes from the Bachelor of Social Work Stakeholder Advisory Group meeting held 09 May 2025
- 2024 Annual Research Report for Open Polytechnic
- Overview of the feedback from ākonga in response to the First Impressions Survey for new learners who enrolled in January, or February, or March 2025
- Minutes from the Academic Quality Assurance Committee meetings held on 15 April 2025, and 15 May 2025
- Minutes from the Ethics Committee meeting 07 April 2025
- Minutes of the Research Committee meeting 15 April 2025
- Minutes of the Assessment and Moderation Policy and Governance Committee meetings on 24 February 2025, and 24 March 2025.

Aroturuki | Monitoring

- 2025 degree monitor report for the Bachelor of Applied Science.

Ngā tino raru ka heipū mai | Key risks

Risk title	Description	Potential consequences	Current mitigation	Comments
Quality Management System (QMS)	Re-establishing the policy environment and own QMS capability to support standalone entity status.	Transition of QMS and policy environment from Te Pūkenga to Open Polytechnic New Zealand (OPNZ) requires significant updating of OPNZ policy and re-establishing an OPNZ-centric QMS framework.	Analysis of current state OPNZ policy being initiated. Te Pūkenga QMS framework being reviewed for adaptation potential. New Open Polytechnic templates developed.	QMS ready for future OPNZ programme approvals.
Assessment integrity	Increased use of Artificial Intelligence (AI) to support ākonga submission of assessment.	Managing increasing incidents of AI-generated plagiarism. Impact on academic honesty and assessment integrity.	Reviewing current policy and governance settings for the polytechnic's assessment environment. Drafting guidelines for AI usage for both kaimahi and ākonga. Increasing resources to manage increased plagiarism cases. Regular, quarterly reporting of academic misconduct cases to Academic Committee.	Assessment integrity.
Unified programmes	Impact of implementation and changes to unified programmes requiring changes to digital resources and assessment for distance delivery.	Ongoing management and implementation of unified programmes not accounting for the Open Polytechnic distance delivery model.	Representation at national programme committee. Case-by-case examination of programme changes, as a decision point for not continuing with unified	Unified programmes.

Risk title	Description	Potential consequences	Current mitigation	Comments
		Resource changes, revision and redevelopment impact on programme implementation timeframes and investment in resource development.	programme offering(s).	
Unified programmes	Future management and coordination of unified programmes as Te Pūkenga disestablishes.	Impact on continued delivery/offering of unified programmes. Future desirability of being 'unified' to provide support to other entities.	Continue to participate in the unified national programme committee groups. When known, evaluate government decisions that could signal the future for having unified programmes.	Future management and use of unified programmes.
Micro-credentials	Open Polytechnic assisting Te Pūkenga in the approval, accreditation and delivery of new Micro-credentials.	Delivery is blended synchronous and subcontracted. It is not aligned to Open Polytechnic delivery methodology and quality systems.	Documented service agreement with Te Pūkenga Central to ensure respective responsibilities and accountabilities are well understood and managed.	

Pūrongo a Te Poari Akoranga a Te Pūkenga | Academic Board Report

06 November 2025

Title	Open Polytechnic Academic Committee Report Special Meeting 23 June 2025
Provided by	Alan Cadwallader, Executive Director

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

a)	Receive the report titled 'Open Polytechnic Academic Committee Report Special Meeting 23 June 2025'.
b)	Note that the Open Polytechnic Academic Committee approved: • 2024 Annual Programme Evaluation Reports for: – Bachelor of Social Work – Bachelor of Accounting – Graduate Diploma in Professional Accounting – Bachelor of Teaching (Primary Education) – Graduate Diploma in Teaching (Primary Education) – Graduate Diploma in Teaching (Secondary Education) – Graduate Diploma in Teaching (Secondary Technology Education) – Bachelor of Applied Management – Bachelor of Business with majors – Graduate Certificate in Business – Graduate Diploma in Business – Graduate Certificate in Marketing – Graduate Diploma in Marketing – Graduate Diploma in Human Resource Management – Graduate Diploma in Strategic Management

Whakarāpopototanga | Summary

Approvals

The following items were approved:

- 2024 Annual Programme Evaluation Reports for:

- Bachelor of Social Work
- Bachelor of Accounting
- Graduate Diploma in Professional Accounting
- Bachelor of Teaching (Primary Education)
- Graduate Diploma in Teaching (Primary Education)
- Graduate Diploma in Teaching (Secondary Education)
- Graduate Diploma in Teaching (Secondary Technology Education)
- Bachelor of Applied Management
- Bachelor of Business with majors
- Graduate Certificate in Business
- Graduate Diploma in Business
- Graduate Certificate in Marketing
- Graduate Diploma in Marketing
- Graduate Diploma in Human Resource Management
- Graduate Diploma in Strategic Management

Noting

Nil.

Aroturuki | Monitoring

- 2024 Annual Programme Evaluation Reports for:
 - Bachelor of Social Work
 - Bachelor of Accounting
 - Graduate Diploma in Professional Accounting
 - Bachelor of Teaching (Primary Education)
 - Graduate Diploma in Teaching (Primary Education)
 - Graduate Diploma in Teaching (Secondary Education)
 - Graduate Diploma in Teaching (Secondary Technology Education)
 - Bachelor of Applied Management
 - Bachelor of Business with majors
 - Graduate Certificate in Business
 - Graduate Diploma in Business
 - Graduate Certificate in Marketing
 - Graduate Diploma in Marketing

- Graduate Diploma in Human Resource Management
- Graduate Diploma in Strategic Management

Ngā tino raru ka heipū mai | Key risks

Not discussed at this meeting.

Pūrongo a Te Poari Akoranga a Te Pūkenga | Academic Board Report

06 November 2025

Title	Open Polytechnic Academic Committee Report Special Meeting 26 June 2025
Provided by	Alan Cadwallader, Executive Director

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

a)	Receive the report titled 'Open Polytechnic Academic Committee Report Special Meeting 26 June 2025'.
b)	Note that the Open Polytechnic Academic Committee approved: • 2024 Annual Programme Evaluation Reports for: – Teaching as a Profession (level 7) – Teaching Practice (Level 7) – Bachelor of Library and Information Studies – Graduate Certificate in Library and Information Leadership – Graduate Diploma in Library and Information Leadership – Bachelor of Social Health and Wellbeing with majors – Graduate Certificate in Addiction Intervention – Graduate Diploma in Disability Sector Leadership – Graduate Diploma in Mental Health Sector Leadership – Bachelor of Information Technology – Graduate Certificate in Information Technology – Graduate Diploma in Information Technology – Bachelor of Engineering Technology (Civil Engineering) – Bachelor of Teaching (Early Childhood Education) – Bachelor of Teaching (Early Childhood Education) (expiring) – Graduate Diploma in Teaching (Early Childhood Education)

Whakarāpopototanga | Summary

Approvals

The following items were approved:

- 2024 Annual Programme Evaluation Reports for:
 - Teaching as a Profession (level 7)
 - Teaching Practice (Level 7)
 - Bachelor of Library and Information Studies
 - Graduate Certificate in Library and Information Leadership
 - Graduate Diploma in Library and Information Leadership
 - Bachelor of Social Health and Wellbeing with majors
 - Graduate Certificate in Addiction Intervention
 - Graduate Diploma in Disability Sector Leadership
 - Graduate Diploma in Mental Health Sector Leadership
 - Bachelor of Information Technology
 - Graduate Certificate in Information Technology
 - Graduate Diploma in Information Technology
 - Bachelor of Engineering Technology (Civil Engineering)
 - Bachelor of Teaching (Early Childhood Education)
 - Bachelor of Teaching (Early Childhood Education) (expiring)
 - Graduate Diploma in Teaching (Early Childhood Education)

Noting

Nil.

Aroturuki | Monitoring

- 2024 Annual Programme Evaluation Reports for:
 - Teaching as a Profession (level 7)
 - Teaching Practice (Level 7)
 - Bachelor of Library and Information Studies
 - Graduate Certificate in Library and Information Leadership
 - Graduate Diploma in Library and Information Leadership
 - Bachelor of Social Health and Wellbeing with majors
 - Graduate Certificate in Addiction Intervention
 - Graduate Diploma in Disability Sector Leadership
 - Graduate Diploma in Mental Health Sector Leadership
 - Bachelor of Information Technology

- Graduate Certificate in Information Technology
- Graduate Diploma in Information Technology
- Bachelor of Engineering Technology (Civil Engineering)
- Bachelor of Teaching (Early Childhood Education)
- Bachelor of Teaching (Early Childhood Education) (expiring)
- Graduate Diploma in Teaching (Early Childhood Education)

Ngā tino raru ka heipū mai | Key risks

Not discussed at this meeting.

Pūrongo a Te Poari Akoranga a Te Pūkenga | Academic Board Report

06 November 2025

Title	Open Polytechnic Academic Committee Report 04 July 2025
Provided by	Alan Cadwallader, Executive Director

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

a)	Receive the report titled 'Open Polytechnic Academic Committee Report 04 July 2025'.
b)	Note that the Open Polytechnic Academic Committee approved: - Digital Storytelling for Educators (Micro-credential) - Creative Technology Accelerator (Micro-credential) - Site accreditation application for Tātaki Auckland Unlimited – Te Puna Creative Innovation Quarter - Conversion of training schemes to micro-credentials for Communication for Learning (Level 3); Using Standards to Assess Candidate Performance (Level 4); Tertiary Study Skills (Level 4); Small Business Basics (Level 4) - Type 2 programme changes for the New Zealand Certificate in Adult and Tertiary Teaching (Level 5) - New programme of study for New Zealand Qualifications Authority (NZQA) approval and accreditation for the New Zealand Certificate in Digital Media and Design (Level 4) - ASM iQualify Guidelines and Communication Protocols 2025 - Kaimahi Advisory Committee for Ākonga Whaikaha Terms of Reference - Appointment of Debbie Hughes to the Social Health and Wellbeing Stakeholder Advisory Group - Changes to the Credit Recognition Schedule

Whakarāpopototanga | Summary

Approvals

The following items were approved:

- Digital Storytelling for Educators (Micro-credential)
- Creative Technology Accelerator (Micro-credential)

- Site accreditation application for Tātaki Auckland Unlimited – Te Puna Creative Innovation Quarter
- Conversion of training schemes to Micro-credentials for Communication for Learning (Level 3); Using Standards to Assess Candidate Performance (Level 4); Tertiary Study Skills (Level 4); Small Business Basics (Level 4)
- Type 2 programme changes for the New Zealand Certificate in Adult and Tertiary Teaching (Level 5)
- New programme of study for NZQA approval and accreditation for the New Zealand Certificate in Digital Media and Design (Level 4)
- ASM iQualify Guidelines and Communication Protocols 2025
- Kaimahi Advisory Committee for Ākonga Whaikaha Terms of Reference
- Appointment of Debbie Hughes to the Social Health and Wellbeing Stakeholder Advisory Group
- Changes to the Credit Recognition Schedule

Noting

The following items were received and noted:

- NZQA approval and accreditation for Artificial Intelligence for Business Leaders (Micro-credential)
- NZQA Consistency Review report for the New Zealand Certificate in Early Childhood and Care (Level 4). The evidence provided was found to be ‘sufficient’
- The approved NZQA New Zealand Qualifications and Credentials Framework
- Lead providers for the unified programmes following the disestablishment of Te Pūkenga
- Update from Toitū te Waiora regarding important dates for providers for NZQA submissions
- Type 1 changes to legacy course descriptors and programmes that had already been approved under an internal delegation process
- Minutes from the Portfolio Decision Group meeting held 11 June 2025
- Overview of feedback from the Course Evaluations Survey for course offerings ended in April/May 2025
- Terms of Reference Ākonga Voice. It was noted that further work was required for approval
- Minutes from the Initial Teacher Education Stakeholder Advisory Group meeting held 27 May 2025.
- Minutes from the Ethics Committee meeting 05 May 2025
- Minutes of the Research Committee meeting 13 May 2025.

Aroturuki | Monitoring

Nil.

Ngā tino raru ka heipū mai | Key risks

Risk title	Description	Potential consequences	Current mitigation	Comments
Quality Management System (QMS)	Re-establishing the policy environment and own-QMS capability to support standalone entity status.	Transition of QMS and policy environment from Te Pūkenga to OPNZ requires significant updating of Open Polytechnic New Zealand (OPNZ) policy and re-establishing an OPNZ-centric QMS framework.	Analysis of current state OPNZ policy being initiated. Te Pūkenga QMS framework being reviewed for adaptation potential. New Open Polytechnic templates developed.	QMS ready for future OPNZ programme approvals.
Assessment integrity	Increased use of AI to support ākonga submission of assessment.	Managing increasing incidents of Artificial Intelligence (AI)-generated plagiarism. Impact on academic honesty and assessment integrity.	Reviewing current policy and governance settings for the polytechnic's assessment environment. Drafting guidelines for AI usage for both kaimahi and ākonga. Increasing resources to manage increased plagiarism cases. Regular, quarterly reporting of academic misconduct cases to Academic Committee.	Assessment integrity.

Risk title	Description	Potential consequences	Current mitigation	Comments
Unified programmes	Impact of implementation and changes to unified programmes requiring changes to digital resources and assessment for distance delivery.	Ongoing management and implementation of unified programmes not accounting for the Open Polytechnic distance delivery model. Resource changes, revision and redevelopment impact on programme implementation timeframes and investment in resource development.	Representation at national programme committee. Case-by-case examination of programme changes, as a decision point for not continuing with unified programme offering(s).	Unified programmes.
Unified programmes	Future management and coordination of unified programmes as Te Pūkenga disestablishes.	Impact on continued delivery/offering of unified programmes. Future desirability of being 'unified' to provide support to other entities.	Continue to participate in the unified national programme committee groups. When known, evaluate government decisions that could signal the future for having unified programmes.	Future management and use of unified programmes.
Micro-credentials	Open Polytechnic assisting Te Pūkenga in the approval, accreditation, and delivery of new micro-credentials.	Delivery is blended synchronous and subcontracted. It is not aligned to Open Polytechnic delivery methodology and quality systems.	Documented service agreement with Te Pūkenga Central to ensure respective responsibilities and accountabilities are well understood and managed.	

Pūrongo a Te Poari Akoranga a Te Pūkenga | Academic Board Report

06 November 2025

Title	Open Polytechnic Academic Committee report e-meeting 16 July 2025
Provided by	Alan Cadwallader, Executive Director

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

1.	Receive the report titled 'Open Polytechnic Academic Committee report e-Meeting 16 July 2025'.
2.	Note that the Open Polytechnic Academic Committee approved: • Programme of study for the New Zealand Certificate in Digital Media and Design (Level 4) for New Zealand Qualifications Authority (NZQA) approval and accreditation.

Whakarāpopototanga | Summary

Approvals

The following item was approved:

- Programme of study for the New Zealand Certificate in Digital Media and Design (Level 4) for NZQA approval and accreditation.

Noting

Nil.

Aroturuki | Monitoring

Nil.

Ngā tino raru ka heipū mai | Key risks

Not discussed at this meeting.

Pūrongo a Te Poari Akoranga a Te Pūkenga | Academic Board Report

06 November 2025

Title	Open Polytechnic Academic Committee Report 01 August 2025
Provided by	Alan Cadwallader, Executive Director

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

1.	Receive the report titled 'Open Polytechnic Academic Committee Report 01 August 2025'.
2.	Note that the Open Polytechnic Academic Committee approved: - Permanent closure of the programme FS5000 Financial Services Continuing Education (Level 5) and the course FSCE19 New Zealand's Financial Advice Regime. Due to changes in legislation the programme and course are no longer relevant - Appointment of Hollie Tapa to the Psychology Stakeholder Advisory Group.

Whakarāpopototanga | Summary

Approvals

The following items were approved:

- Permanent closure of the programme FS5000 Financial Services Continuing Education (Level 5) and the course FSCE19 New Zealand's Financial Advice Regime. Due to changes in legislation the programme and course are no longer relevant
- Appointment of Hollie Tapa to the Psychology Stakeholder Advisory Group

Noting

The following items were received and noted:

- Action plans for the five-year degree reviews for the Bachelor of Information Technology and associated programmes, Bachelor of Social Health and Wellbeing and associated programmes, Bachelor of Applied Science, and Bachelor of Library and Information Studies and associated programmes
- VEE.NZ approval to deliver the New Zealand Diploma in Engineering (Level 6) (Civil Engineering strand)
- Research-related Statement of Performance Expectation Results for 2024 published by Te Pūkenga
- Type 1 changes to legacy course descriptors and programmes that had already been approved under an internal delegation process
- Minutes from the Portfolio Decision Group meeting held 09 July 2025

- 2025 degree monitor reports for the Bachelor of Business and associated programmes; Bachelor of Library and Information Studies and associated programmes; and Bachelor of Social Work
- Minutes from the Library and Information Studies Stakeholder Advisory Group meeting held 16 June 2025
- Minutes from the Environment Stakeholder Advisory Group meeting held 03 June 2025
- Minutes of the Built Environment Stakeholder Advisory Group meeting held 24 June 2025
- Post-assessment moderation status report
- Review of the credit recognition process including role of Record of Prior Learning
- Minutes from the Academic Quality Assurance Committee meeting held on 19 June 2025
- Minutes of the Research Committee meeting 17 June 2025
- Minutes of the Assessment and Moderation Policy and Governance Group meeting held on 12 May 2025.

Aroturuki | Monitoring

- Action plans for the five-year degree reviews for the Bachelor of Information Technology and associated programmes, Bachelor of Social Health and Wellbeing and associated programmes, Bachelor of Applied Science, and Bachelor of Library and Information Studies and associated programmes
- 2025 degree monitor reports for the Bachelor of Business and associated programmes; Bachelor of Library and Information Studies and associated programmes; and Bachelor of Social Work

Ngā tino raru ka heipū mai | Key risks

Risk title	Description	Potential consequences	Current mitigation	Comments
Quality Management System (QMS)	Re-establishing the policy environment and own-QMS capability to support standalone entity status.	Transition of QMS and policy environment from Te Pūkenga to Open Polytechnic NZ (OPNZ) requires significant updating of OPNZ policy and re-establishing an OPNZ-centric QMS framework.	Analysis of current state OPNZ policy being initiated. Te Pūkenga QMS framework being reviewed for adaptation potential. New Open Polytechnic templates developed and approved for use. Contracted resource deployed July 2025 to progress the QMS and policy framework development for Open Polytechnic.	QMS ready for future OPNZ programme approvals.
Assessment integrity	Increased use of Artificial Intelligence (AI) to support ākonga submission of assessment.	Managing increasing incidents of AI-generated plagiarism. Impact on academic honesty and assessment integrity.	Reviewing current policy and governance settings for the polytechnic's assessment environment. Drafting guidelines for AI usage for both kaimahi and ākonga. Increasing resources to manage increased plagiarism cases. Regular, quarterly reporting of academic misconduct cases to Academic Committee.	Assessment integrity

Unified programmes	Impact of implementation and changes to unified programmes requiring changes to digital resources and assessment for distance delivery.	Ongoing management and implementation of unified programmes not accounting for the Open Polytechnic distance delivery model. Resource changes, revision and redevelopment impact on programme implementation timeframes and investment in resource development.	Representation at national programme committee. Case-by-case examination of programme changes, as a decision point for not continuing with unified programme offering(s).	Unified programmes
Unified programmes	Future management and coordination of unified programmes as Te Pūkenga disestablishes.	Impact on continued delivery/offering of unified programmes. Future desirability of being 'unified' to provide support to other entities.	Continue to participate in the unified national programme committee groups. When known, evaluate government decisions that could signal the future for having unified programmes.	Future management and use of unified programmes.
Micro-credentials	Open Polytechnic assisting Te Pūkenga in the approval, accreditation and delivery of new Micro-credentials.	Delivery is blended synchronous and subcontracted. It is not aligned to Open Polytechnic delivery methodology and quality systems.	Documented service agreement with Te Pūkenga Central to ensure respective responsibilities and accountabilities are well understood and managed.	

Pūrongo a Te Poari Akoranga a Te Pūkenga | Academic Board Report

6 November 2025

Title	Open Polytechnic Academic Committee Report 05 September 2025
Provided by	Open Polytechnic Academic Committee
Author	Alan Cadwallader, Executive Director

Te Taunaki | Recommendation(s)

It is recommended that Te Pūkenga Poari Akoranga:

1.	Receive the report titled 'Open Polytechnic Academic Committee Report 05 September 2025'; and
2.	Note that the Open Polytechnic Academic Committee approved: • Programme approval and accreditation applications for: • New Zealand Certificate in Long-term Health Conditions (Level 3) • New Zealand Certificate in Te Reo (Reo Rua) (Level 2) • Accreditation applications for the following micro-credentials: • Long-term Conditions: Risk, Prevention and Support • Long-term Conditions: Risk, Prevention and Support of People Living with Arthritis • Long-term Conditions: Risk, Prevention and Support of People Living with Diabetes • Long-term Conditions: Risk, Prevention and Support of People Living with Heart Disease • Long-term Conditions: Risk, Prevention and Support of People Living with Stroke • Foundation Mathematics for Engineering • Introductory Mathematics for Engineering • Terms of reference for the Ākonga Voice Group • Terms of reference for the Kaimahi Advisory Group for Ākonga Whaikaha • Appointment of Rochelle Inwood to the Social Health and Wellbeing Stakeholder Advisory Group • Appointment of Susanne Cooke to the Business and Enterprise Stakeholder Advisory Group • Appointment of Leigh Gray to the Information Technology Stakeholder Advisory Group • Changes to the Credit Recognition Schedule

Whakarāpopototanga | Summary

Approvals

The following items were approved:

- Programme approval and accreditation applications for:
- New Zealand Certificate in Long-term Health Conditions (Level 3)
- New Zealand Certificate in Te Reo (Reo Rua) (Level 2)
- Accreditation applications for the following micro-credentials:
- Long-term Conditions: Risk, Prevention and Support
- Long-term Conditions: Risk, Prevention and Support of People Living with Arthritis
- Long-term Conditions: Risk, Prevention and Support of People Living with Diabetes
- Long-term Conditions: Risk, Prevention and Support of People Living with Heart Disease
- Long-term Conditions: Risk, Prevention and Support of People Living with Stroke
- Foundation Mathematics for Engineering
- Introductory Mathematics for Engineering
- Terms of reference for the Ākonga Voice Group
- Terms of reference for the Kaimahi Advisory Group for Ākonga Whaikaha
- Appointment of Rochelle Inwood to the Social Health and Wellbeing Stakeholder Advisory Group
- Appointment of Susanne Cooke to the Business and Enterprise Stakeholder Advisory Group
- Appointment of Leigh Gray to the Information Technology Stakeholder Advisory Group
- Changes to the Credit Recognition Schedule

Noting

The following items were received and noted:

- New Zealand Qualifications Authority (NZQA) information on finalising the design of the Integrated Quality Assurance Framework (iQAF)
- NZQA site approval for Tātaki Auckland Unlimited – Te Puna Innovation Quarter for the delivery of the Creative Technology Accelerator (micro-credential)
- NZQA approved application for NZQA listing, approval and accreditation for Creative Technology Accelerator (micro-credential)
- NZQA approved application for NZQA listing, approval and accreditation for Digital Storytelling for Educators (micro-credential)
- NZQA Consistency Review Report for the New Zealand Certificate in Pharmacy (Pharmacy Technician – Core) (Level 4). A ‘sufficient’ rating was achieved.
- NZQA Consistency Review Report for the New Zealand Diploma in Construction (Level 6) with strands. A ‘sufficient’ rating was achieved



- Type 1 changes to legacy course descriptors and programmes that had already been approved under an internal delegation process
- Minutes from the Portfolio Decision Group meeting held 13 August 2025
- Overview of the feedback from ākonga in response to the Graduate Survey January to June 2025
- Overview of the feedback from ākonga in response to the Course Evaluations Survey for course offerings ended in June and July 2025
- Minutes from the Social Health and Wellbeing Stakeholder Advisory Group meeting held 08 July 2025
- Minutes from the Information Technology Stakeholder Advisory Group meeting held 21 July 2025
- 2025 Degree monitor reports for the Bachelor of Teaching (Early Childhood Education) and the Graduate Diploma in Teaching (Early Childhood Education)
- 2025 Degree monitor report for the Bachelor of Teaching (Primary Education) and the Graduate Diploma in Teaching (Primary Education)
- 2025 Degree monitor report for the Graduate Diploma in Teaching (Secondary Education) and the Graduate Diploma in Teaching (Secondary Technology Education)
- 2025 Degree monitor report for the Graduate Certificate in Sustainable Management and Graduate Diploma in Sustainable Management
- 2025 Degree monitor report for the Bachelor of Applied Management
- Actions plans from recommendations in 2025 Degree monitor reports for Bachelor of Applied Management, Bachelor of Applied Science, and Bachelor of Business and associated programmes,
- Action plan for 2024 Degree monitor recommendations for the Bachelor of Engineering Technology
- Minutes from the Academic Quality Assurance Committee meeting held on 17 July 2025
- Minutes from the Ethics Committee meeting 09 June 2025
- Minutes of the Research Committee meeting 15 July 2025
- Minutes of the Assessment and Moderation Policy and Governance Group meeting held 07 July 2025

Aroturuki | Monitoring

- 2025 Degree monitor report for the Bachelor of Teaching (Early Childhood Education) and the Graduate Diploma in Teaching (Early Childhood Education)
- 2025 Degree monitor report for the Bachelor of Teaching (Primary Education) and the Graduate Diploma in Teaching (Primary Education)
- 2025 Degree monitor report for the Graduate Diploma in Teaching (Secondary Education) and the Graduate Diploma in Teaching (Secondary Technology Education)

- 2025 Degree monitor report for the Graduate Certificate in Sustainable Management and Graduate Diploma in Sustainable Management
- 2025 Degree monitor report for the Bachelor of Applied Management

Ngā tino raru ka heipū mai | Key risks

Risk title	Description	Potential consequences	Current mitigation	Comments
Quality Management System (QMS)	Re-establishing the policy environment and own - QMS capability to support standalone entity status.	Transition of QMS and policy environment from Te Pūkenga to Open Polytechnic New Zealand (OPNZ) requires significant updating of OPNZ policy and re-establishing an OPNZ centric QMS framework.	Contracted resource deployed July 2025 to progress. Specific inclusion in the Te Pūkenga transition plans for Tertiary Education Commission.	QMS ready for future OPNZ programme approvals.
Assessment integrity	Increased use of AI to support ākonga submission of assessment.	Managing increasing incidents of AI-generated plagiarism. Impact on academic honesty and assessment integrity.	Regular, quarterly reporting of academic misconduct cases to Academic Committee. Ākonga AI guidelines for use in assessment published to Open Polytechnic website.	Assessment integrity.
Unified programmes	Impact of implementation and changes to unified programmes requiring changes to digital resources and assessment for distance delivery.	Ongoing management and implementation of unified programmes not accounting for the Open Polytechnic distance delivery model. Resource changes, revision and redevelopment impact on programme	Representation at national programme committee. Case-by-case examination of programme changes, as a decision point for not continuing with unified programme offering(s).	Unified programmes.

Risk title	Description	Potential consequences	Current mitigation	Comments
		implementation timeframes and investment in resource development.		
Unified programmes	Future management and coordination of unified programmes as Te Pūkenga disestablishes.	Impact on continued delivery/offering of unified programmes. Future desirability of being 'unified' to provide support to other entities.	Continue to participate in the unified national programme committee groups. When known, evaluate government decisions that could signal the future for having unified programmes.	Future management and use of unified programmes.
Micro-credentials	Open Polytechnic assisting Te Pūkenga in the approval, accreditation, and delivery of new micro-credentials.	Delivery is blended synchronous and subcontracted. It is not aligned to Open Polytechnic delivery methodology and quality systems.	Documented service agreement with Te Pūkenga Central to ensure respective responsibilities and accountabilities are well understood and managed.	Micro-credential approval and accreditation.
Qualification and programme approval and accreditation	The transition of Open Polytechnic to standalone entity requires an accompanying shift of qualification and programme approval and accreditation from Te Pūkenga to Open Polytechnic.	If transfer does not occur as and when required, external recognition of approval and accreditation compromised.	Specific inclusion in the Te Pūkenga transition plans for TEC. To be managed as part of the implementation of the approved transition plans.	Transfer of recognition of qualification and programme approval and accreditation.

Pūrongo a Te Poari Akoranga | Academic Board Report

6 November 2025

Title	ServiceIQ - Academic Committee Report – 5 August 2025
Provided by	Ivonne Brooker-Leon, Quality Assurance Manager, Service IQ

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

1.	Receive the report titled 'ServiceIQ - Academic Committee Report - 5 August 2025'.
2.	Note that the ServiceIQ Academic Committee did not grant any new programme (POS/PIT) approvals at this meeting.

Whakarāpopototanga | Summary

During the meeting, the ServiceIQ Academic Committee covered the following matters:

- **Decision/information papers**
 - Reviewed the Qual Links viability paper
- **Programme and assessment workplans:**
 - Reviewed Workforce Development Councils (WDC) Qualification and Standard review programme and development schedule
 - Reviewed the status of Programmes
 - Programme approvals (new, changes, cessations – full quals, LCP, SCP, MC) – no programmes were submitted for approval at this meeting.
 - Reviewed the Resource Development plan
 - Noted the status of Assessment Development Report
 - Noted the status of the Resource Changes Report.
 - Agreed on the resource changes priorities.
- **Quality Assurance reports:**
 - Reviewed Qual Link Development Report
 - Reviewed Subcontract Agreement updates
 - Reviewed Internal Moderation Outcome Report
 - Reviewed External Pre-Moderation Outcome Report

- Reviewed External Post-Moderation Outcome Report
- Received update on 2025 NZQA Consistency Reviews
- Received update on NZQA External Evaluation Reviews
- Reviewed Academic Integrity Breaches Register
- Reviewed Complaints/Appeals Register
- Reviewed Qualification Framework changes (consultations) and open consultation

Trainer/Assessor capability

- Reviewed the assessors report (including risk groups and assessor status)
- Reviewed assessor capability (coverage, contract expiries)
- Reviewed assessor feedback

Learner Experiences and Success

- Reviewed learner completion rates
- Reviewed expired assessments report
- Reviewed equity report
- **Feedback**
 - Reviewed feedback received from employers or learners through regular channels.
 - Reviewed the feedback from the employer pulse survey.
- **QA Policies**
 - Reviewed policy status report and progress made.

Aroturuki | Monitoring

Nil to report.

Ngā tino raru ka heipū mai | Key risks

Risk title	Description	Potential Consequences	Mitigations	Comments
Competitor - schools	New competitors selling learning and assessment resources to schools (hospitality) at a much lower rate.	<i>If</i> new competitors selling learning and assessment resources to schools (hospitality) at a much lower rate gains a market hold Then this may decrease resource sales from schools Which will lead to reduced sales revenue.	Key staff working with schools to continue promoting the quality of our resources.	Actions: In progress Monitoring resources sales and schools' feedback.

Risk title	Description	Potential Consequences	Mitigations	Comments
Information and documentation records	Assessments are kept for 18 months for moderation purposes. With limited office and storage space, boxes have been accumulating in offices.	If Service IQ (SIQ) does not store assessment and other records safely; securely; in appropriate environmental conditions; and retained in accordance with the Chief Archivists requirements Then records may be lost or privacy breached Which will make SIQ in breach of the Public Records and Privacy Acts	– Disposing old boxes in accordance with Disposal Schedule – Amending policy regarding assessment storage, destruction and privacy. – Disposing old assessments in secure bins in accordance with Disposal Schedule – Storing assessments in office. – Remote staff storing in external ServiceIQ hard drives. – Arrange contacts with other records management staff in other divisions	Actions: In progress Records project under action.
Online assessment risks	Concerns regarding fraudulent practice in online assessments	If the online assessment does not have increased security measures Then we will continue seeing fraudulent cases of trainees achieving the standards (impersonation or use of AI) Which will cause reputational damage to ServiceIQ and lack of trust from Councils or other relevant entities.	– Trained assessors to detect breaches of Academic Integrity. – Statement on assessment noting use of AI is not permitted. – More information to create awareness for learners has been created and published on website and welcome booklet to learners. – Trained Service Sector Advisors to support trainees.	Actions: In progress Review of assessment approaches to prevent breaches of Academic Integrity moving forward

Risk title	Description	Potential Consequences	Mitigations	Comments
Verifiers	Concerns regarding being able to track and monitor verifiers practice	<i>If the verifiers are not formally registered in SIQ database Then we will be unable to effectively target development opportunities and maintain efficient communication with them Which will make it difficult to provide support which also benefits the trainees.</i>	– Verifier online course and handbook is available in showcase and Te Kete. – Promoting the use of the tools we have for verifiers through SSAs. – Promoting the completion of online course for verifiers – Tidy up verifiers list in CRM. – Review of requirements for verifiers so we can record this in CRM.	Actions In progress

Pūrongo a Te Poari Akoranga a Te Pūkenga | Academic Board Report

6 November 2025

Title	ServiceIQ - Academic Committee Report – 7 October 2025
Provided by	Tim Bowron, General Manager Finance and Corporate Services, ServiceIQ (Committee Chair)
Author	Ivonne Brooker-Leon, Quality Assurance Manager, ServiceIQ (Committee Secretary)

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

1.	Receives the report titled 'ServiceIQ - Academic Committee Report 7 October 2025'.
2.	Notes that the ServiceIQ Academic Committee approved the following Type 2 programme changes at this meeting: 2203 New Zealand Certificate in Tour Guiding (Level 4) 2199 Visitor experience (Level 3) 2106 New Zealand Certificate in Catering Services (Level 3) 2107 New Zealand Certificate in Catering Services (Level 4).

Whakarāpopototanga | Summary

The meeting was held online via Microsoft Teams, commencing at 10:30 AM and concluding at 12:30 PM. All members were present, including guest attendee Fiona Atkinson.

During the meeting, the ServiceIQ (SIQ) Academic Committee covered the following matters:

Programme and assessment workplans

- Reviewed Workforce Development Councils (WDC) Qualification and Standard review programme and development schedule.
- Reviewed the status of programmes.
- Programme approvals (new, changes, cessations – full quals, LCP, SCP, MC) – four programmes received approval for Type 2 Changes, which were necessary following the release of new qualification versions:
 - 2203 New Zealand Certificate in Tour Guiding (Level 4)
 - 2199 Visitor experience (Level 3)
 - 2106 New Zealand Certificate in Catering Services (Level 3)

- 2107 New Zealand Certificate in Catering Services (Level 4).
- Reviewed the Resource Development plan
 - Noted the status of Assessment Development Report.
 - Noted the status of the Resource Changes Report.
 - Agreed on the resource changes priorities.

Quality assurance reports

- Reviewed:
 - Qual Link Development Report
 - Subcontract Agreement updates
 - Internal Moderation Outcome Report
 - External Pre-Moderation Outcome Report
 - External Post-Moderation Outcome Report
 - Update on 2025 NZQA Consistency Reviews
 - Update on NZQA External Evaluation Reviews
 - Academic Integrity Breaches Register
 - Complaints/Appeals Register
 - Qualification Framework changes (consultations) and open consultation.

Trainer/assessor capability

- Reviewed the assessors report (including overall number of registered assessors, by risk and type)
- Reviewed the actions the Quality Assurance team is working on to improve assessor performance
- Reviewed assessor capability (coverage, contract expiries, emerging issues and actions).

Feedback

- Reviewed feedback received from employers or learners through regular channels.

QA policies

- Reviewed policy status report and progress made.
- Received update on Quality Management System project

Aroturuki | Monitoring

Nil to report.

Ngā tino raru ka heipū mai | Key risks

Risk title	Description	Potential Consequences	Mitigations	Comments
Schools' resources	New competitors are selling learning and assessment resources to schools (hospitality) at a much lower rate.	<i>If</i> new competitors selling learning and assessment resources to schools (hospitality) at a much lower rate gains a market hold. <i>Then</i> this may decrease resource sales from schools <i>Which will</i> lead to reduced sales revenue.	Key staff working with schools to continue promoting the quality of our resources. Ongoing.	Actions: In progress - Monitoring resources sales and schools' feedback - Review of schools' delivery methods and resources.
Information and documentation records	Assessments are kept for 18 months for moderation purposes. With limited office and storage space, boxes have been accumulating in offices.	<i>If</i> SIQ does not store assessment and other records safely; securely; in appropriate environmental conditions; and retained in accordance with the Chief Archivists requirements. <i>Then</i> records may be lost or privacy breached <i>Which will</i> make SIQ in breach of the Public Records and Privacy Acts.	- Amending policy regarding assessment storage, destruction and privacy. In progress. - Disposing old assessments in secure bins in accordance with Disposal Schedule Completed. - Storing assessments in office – completed.	Actions: In progress Records project under action: 26 Aug – New External File Sharing Service published. 28 Aug – File Storage Guidelines sent to all staff.
Online assessment risks	Concerns regarding fraudulent practice in online assessments.	<i>If</i> the online assessment does not have increased security measures. <i>Then</i> we will continue seeing fraudulent cases	- Trained assessors to detect breaches of academic integrity Completed. - Statement on assessment noting use of AI is not permitted. Completed	Actions: In progress Review of assessment approaches to prevent breaches of academic

		of trainees achieving the standards (impersonation or use of AI). Which will cause reputational damage to ServiceIQ and lack of trust from Councils or other relevant entities.	• More information to create awareness for learners has been created and published on website and welcome booklet to learners Completed. • Trained Service Sector Advisors to support trainees. Completed and ongoing.	integrity moving forward. Monitoring and reporting academic integrity breaches.
Verifiers	Concerns regarding being able to track and monitor verifiers practice.	If the verifiers are not formally registered in SIQ database. Then we will be unable to effectively target development opportunities and maintain efficient communication with them. Which will make it difficult to provide support which also benefits the trainees.	• Verifier online course and handbook is available in showcase and Te Kete Completed. • Promoting the use of the tools we have for verifiers through SSAs. Completed • Promoting the completion of online course for verifiers. Ongoing • Tidy up verifiers list in CRM. In progress • Review of requirements for verifiers so we can record this in CRM. In progress.	Actions In progress: 3 Oct– New field created in CRM to allow recording of verifiers in the system. 8 Oct – Verifiers Guide -Flyer shared with Industry Engagement Staff.

Pūrongo a Te Poari Akoranga a Te Pūkenga | Academic Board Report

6 November 2025

Title	Southern Institute of Technology Academic Committee report 22 May 2025
Provided by	Warren Smith, Academic Manager
Author	Warren Smith, Committee Chair

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

1.	Receives the report titled “Southern Institute of Technology Academic Committee report 22 May”;
2.	Notes that the Southern Institute of Technology Academic Committee approved: • ACE-funded Digital Literacy Community Courses • ACE-funded Gore Community Support Learner Courses • Type 2 Change to ST4803 Bachelor of Nursing • Type 2 Change to ST5347 Bachelor of Applied Management and associated Graduate Diplomas and Graduate Certificates • Type 1 Change to MC4834 Kia Tū – Pathway Planning (Micro-credential)

Whakarāpopototanga | Summary

The meeting held on 22 May 2025 in H2-11 achieved a quorum.

Committee reports were received from various faculties. Some 5-year moderation plans and moderation reports were received from New Media, Arts, Business and Computing. 2024 Research Reports and 2025 Research Plans were received from New Media, Arts, Business and Computing Faculty and SIT2LRN (distance learning) Faculty.

Monitor reports were received from Bachelor of Commerce, Master of Applied Management suite, Bachelor of Professional Communication suite, and Bachelor of Applied Management suite.

Sub-delegations exercised

Sub-delegation	Details of how this has been exercised by the Local Academic Committee
Review and approval of changes to existing courses and programmes and approval of the withdrawal/closure or suspension of existing courses or programmes.	• ACE-funded Digital Literacy Community Courses • ACE-funded Gore Community Support Learner Courses • Type 2 Change to ST4803 Bachelor of Nursing • Type 2 Change to ST5347 Bachelor of Applied Management and associated Graduate Diplomas and Graduate Certificates • Type 1 Change to MC4834 Kia Tū – Pathway Planning (Micro-credential)

Aroturuki | Monitoring

There are no new monitoring requests since the last report.

Ngā tino raru ka heipū mai | Key risks

There are no new or emerging risks since the last report.

Other matters

Chair noted the resignation of Southern Institute of Technology's (SIT) Health, Safety and Wellbeing Advisor. SIT will continue to be supported by current kaimahi in this area as well as Te Pūkenga representatives. It was further noted that kaimahi should continue to submit health and safety issues into SIT's ASSURE tool.

Last meeting for Dr Sally Dobbs, Head of Faculty for Health and Humanities.

Pūrongo a Te Poari Akoranga a Te Pūkenga | Academic Board Report

6 November 2025

Title	Toi Ohomai Academic Committee report 25 September 2025
Provided by	Kieran Hewitson, Academic Director
Author	Michelle Farac, Academic Committee Secretary

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

1.	Receives the report titled “Toi Ohomai Academic Committee report 25 September 2025”;
2.	Notes that the Toi Ohomai Academic Committee approved: • Graduates 15 September 2025 • Training schemes for retirement 17 August 2025

Whakarāpopototanga | Summary

The meeting met quorum and was chaired by the Deputy Chair, Angela Beaton. No previous actions were due for this meeting. The committee reviewed the following three starred items:

- NZQA Consultation submission: fee consultation
- Academic Programme Management Committee (APMC) Self-assessment Report
- Te Toi Roa Update

The New Zealand Qualifications Authority (NZQA) Integrated Quality Assurance Framework (iQAF) Consultation document was discussed:

- Concerns were raised about the removal of business division categories and its potential impact on offshore delivery and pathways visas, noting that NZQA has yet to provide clear guidance. Ara shared their experience piloting the evaluative conversation with NZQA, finding it of little value, though the accompanying report was acceptable.
- Toi Ohomai Academic Committee (the Committee) emphasised the importance of maintaining a two-way engagement process. Appreciation was expressed to the Academic Programme Development and Quality Manager, Leoni Drew for her ongoing feedback and efforts to consult with kaimahi and Associate Deans, aiming to minimize disruption while informing future quality activities. It was noted that robust internal processes should mitigate any issues with NZQA engagement.

- The Committee's role will be to avoid duplication and align mahi with the strategic pou. The transition to thematic reviews was discussed and Leoni Drew will continue to meet with EQF to share insights and gather feedback from other divisions.

The Committee received the following starred items for information:

- APMC summary and minutes 5 September 2025
- APMC Chairs action approval 11 September 2025
- Research Committee summary and minutes 11 September 2025

Sub-delegations exercised

No items for Local Academic Committee approved under sub-delegation from Te Poari Akoranga.

Aroturuki | Monitoring

Nil.

Ngā tino raru ka heipū mai | Key risks

There are no new or emerging risks since the last report.

Other matters

There are no other matters which the Committee considered which would be relevant to Te Poari Akoranga.

Pūrongo a Te Poari Akoranga a Te Pūkenga | Academic Board Report

6 November 2025

Title	6009 UCOL Academic Committee report 18 February 2025
Provided by	Dr Jan Chapman, independent contractor, Academic Committee Chair.
Author	Gianetta Lapsley, Executive Director Quality and Academic Assurance, UCOL.

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

1.	Receives the report titled '6009 UCOL Academic Committee report 18 February 2025'.
2.	Notes that UCOL Academic Committee approved: - Minutes of Faculty Boards of Educational Improvement (FBEI) meeting minutes and actions (5 meetings). - Annual Programme Self-Assessment 2024 Report Student Success (Manawatū).

Whakarāpopototanga | Summary

First meeting of 2025 held 10.00am Tuesday 18 February 2025, 8.0.01 McElroy Room Manawatū Campus. Quorum achieved. Teams meeting for participation from multiple sites.

Vacant position noted – resignation of an Academic Portfolio Manager since last meeting.

Item 08/25, 14/25 and 15/25 Student Appeals Policy – deferred to April meeting (insufficient time).

Sub-delegations exercised

Sub-delegation	Details of how this has been exercised by the Local Academic Committee
Review and approval of changes to existing courses and programmes and approval of the withdrawal/closure or suspension of existing courses or programmes.	The provisions of the Academic Statute delegate consideration and approval/decline of Type 1 Changes to the Faculty Board of Educational Improvement (FBEI). The application must have first been considered/supported by the Quality & Academic Assurance's (QAA) Curriculum and Academic Services (Executive Director and Academic Adviser).

Sub-delegation	Details of how this has been exercised by the Local Academic Committee
	Two Type 1 changes were recorded in FBEI minutes.
Approval of variations to an individual learner's course/programme of study outside programme regulations.	The provisions of the Academic Statute delegate consideration and approval to the Chair of FBEI. Nil to report, handled within regulations.
Approval and release of learner results and recognition of credit for assessment (including assessment of prior learning).	The provisions of the Academic Statute and processes of the delegated FBEI's continue to approve learner achievement and results including credit recognition and any academic prior learning. The minutes of formal meetings that approve academic outcomes are formally received by the local Academic Committee meeting. 29 results approval meetings reported in minutes across three faculties.
Approval of proposals for research from Te Pūkenga kaimahi and learners involving human subjects (including learner course work research) and a Māori or Te Tiriti/Treaty of Waitangi dimension.	The Research and Knowledge Transfer sub-committee of the local Academic Committee consider and approve/decline/return for further development proposals for research. Includes proposal structure, and independently ethics approval.

Aroturuki | Monitoring

N/ANGā tino raru ka heipū mai | Key risks

Nil.

Other matters

Manawatū 2024 Student Success Self-Assessment Reports for Library & Learning Support, Wellbeing and Student Engagement Hub considered and approved:

- The reports were extensive, and there was lengthy discussion. The anonymous vignette accounts and detailed description of activity while captivating are recognised to be time consuming to collate.
- The effectiveness of services through educational outcomes for ākonga is monitored but new interoperability between support service delivery and the SMS is necessary to achieve most meaningful and valuable insight.
- The very high use of the services by the Bachelor of Nursing (significant ākonga numbers) and repeatedly and frequently by some others was noted.

- Noted that disability funding now less flexible, criteria tightened under Ministry of Social Development implementation.

Ngā Tāpiritanga | Appendices

Nil.

Pūrongo a Te Poari Akoranga a Te Pūkenga | Academic Board Report

6 November 2025

Title	6009 UCOL Academic Committee report 01 April 2025
Provided by	Dr Jan Chapman, independent contractor, Academic Committee Chair.
Author	Gianetta Lapsley, Executive Director Quality and Academic Assurance.

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

1.	Receives the report titled “6009 UCOL Academic Committee report 01 April 2025”.
2.	Notes that UCOL Academic Committee approved: - Minutes of Faculty Boards of Educational Improvement (FBEI) meeting minutes and actions - two meetings. - Minutes of the Academic Approvals Committee – one meeting (three Type 2 Changes). - Te Pūkenga advice of the disestablishment of Te Ohu Whakahaere Appeals received resulting in student appeals now being handled internally again as per UCOL processes. - NZQA National External Moderation Report (NEMR) and Workforce Development Councils (WDC) external post-assessment moderation of assessment (2024) performance report. 2024 Raukura Annual Self-Assessment Report on activities and effectiveness.

Whakarāpopototanga | Summary

Meeting held 10.00am Tuesday 1 April 2025, 8.0.01 McElroy Room Manawatū Campus.

Quorum achieved. Teams meeting for participation from multiple sites.

Vacant position – being held over due to UCOL institutional proposal for change to be released in April/May being likely to include academic operational and management.

Sub-delegations exercised

Sub-delegation	Details of how this has been exercised by the Local Academic Committee
Review and approval of changes to existing courses and programmes and approval of the withdrawal/closure or suspension of existing courses or programmes.	The provisions of the Academic Statute delegate consideration and approval/decline of Type 1 Changes to the FBEI. The Academic Approvals Committee consider and approve/decline all other applications for academic approval (new programmes for approval and accreditation/accreditation only, and Type 2 Changes to programmes). • Type 1 Change – Trades Academy, 3442, 2660, 2101 and 2963 (unit std version updates), • Type 2 Changes – 2862 NZC Foundation Skills Level 2, • 2863 NZC Study & Employment Pathways Level 3, • 2860 NZC Study & Employment Pathways Level 4 changes due to qualification version update (minutes of meeting September 2024).
Approval of variations to an individual learner's course/programme of study outside programme regulations.	The provisions of the Academic Statute delegate consideration and approval to the Chair of FBEI. Nil to report (handled within regulations).
Approval and release of learner results and recognition of credit for assessment (including assessment of prior learning).	The provisions of the Academic Statute and processes of the delegated FBEI's continue to approve learner achievement and results including credit recognition and any academic prior learning. The minutes of formal meetings that approve academic outcomes are formally received by the local Academic Committee meeting. 11 results approval meetings reported in minutes across three faculties.
Approval of proposals for research from Te Pūkenga kaimahi and learners involving human subjects (including learner course work research) and a Māori or Te Tiriti/Treaty of Waitangi dimension.	The Research and Knowledge Transfer sub-committee of the local Academic Committee consider and approve/decline/return for further development proposals for research. Includes proposal structure, and independently ethics approval.

Aroturuki | Monitoring

Degree Monitoring – FBEI minutes:

- Three degree monitoring reports received – Bachelor of Applied Science (Medical Imaging Technology) Level 7 – annual Medical Radiation Technologists Board (MRTB) noted high success rates, highly regulated environment, and that programme is well managed by UCOL – received 20 February 2025.
- Bachelor of Applied Science (Majors in Physical Health and Wellness, Strength & Conditioning, and Sport & Recreation Management) Level 7 – received 20 February 2025.
- Bachelor of Applied Science (Laboratory Science) Level 7 – final report received (positive).

Ngā tino raru ka heipū mai | Key risks

Risk title	Description	Potential consequences	Current mitigation	Comments
Unit Standard assessment consistency	Some WDC external pre- & post assessment moderation of assessment has recently become almost overscrupulous. Not consistent between WDCs.	Compliance monitoring. Consent to assess removed.	Prioritising closer monitoring. Checking staff credentials & doing extra training.	None.

Other matters

Annual Programme Self-Assessment Reporting for 2024:

- Substantial numbers of annual programme self-assessment reports for 2024 delivery received and discussed by FBEI in first term of the year.

Memo – Artificial Intelligence and Assessment Support:

- Quality and Academic Assurance Academic Adviser spearheaded formation of Working Group to consider finer protocols about use of AI in assessment and resit/re-assessment/ re-submission of work. Follows on from 2024 advice and guidance to Academic Committee and upskilling for academic kaimahi, and ākonga.

External Post-assessment Moderation of Assessment:

- 2024 WDC and NZQA NEMA Report summaries: analysis of performance in 2024, and improvements identified. Actions: increased monitoring by quality and academic assurance and Academic Portfolio Managers, focus on Trades Academy provision and assessment (the predominant user of Unit Standards at UCOL).

Correspondence:

- NZQA approval of Type 2 Change for 2862 NZC Foundation Skills Level 2, 2863 NZC Study & Employment Pathways Level 3 and 2860 NZC Study & Employment Pathways Level 4 received.
- Te Pūkenga Ohu Whakahaere Appeals noted to Academic Committee having ceased/disestablished. Notification that the UCOL Academic Appeal protocol is now the final 'internal' forum to hear an appeal.
- Te Pūkenga guidance on the sharing of Academic Product received and discussed by Academic Committee.
- Te Pūkenga Educational Quality Forum NZQA approval process February 2025 version update received, discussed to manage expectations internally; at UCOL, on timelines to achieve submission of applications on time and with required support and prior approvals. Reflected changes because of NZQA letter 19 February 2025.

Ngā Tāpiritanga | Appendices

N/A

Pūrongo a Te Poari Akoranga a Te Pūkenga | Academic Board Report

6 November 2025

Title	6009 UCOL Academic Committee report 26 August 2025
Provided by	Dr Jan Chapman, independent contractor, Academic Committee Chair.
Author	Gianetta Lapsley, Executive Director Quality and Academic Assurance.

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

1.	Receives the report titled ‘ 6009 UCOL Academic Committee report 26 August 2025 ’.
2.	6009 UCOL Academic Committee approved: - Minutes of Faculty Boards of Educational Improvement (FBEI) meeting minutes and actions - 10 meetings. - Minutes of the Academic Approvals Committee – 1 meeting (Type 2 Changes Bachelor of Nursing). - The review, refresh and update to the UCOL Academic Statute to proceed.

Whakarāpopototanga | Summary

Meeting held 10.00am Tuesday 26 August 2025, 8.0.01 McElroy Room Manawātū Campus.

Quorum achieved. Teams meeting for participation from multiple sites.

Sub-delegations exercised

Sub-delegation	Details of how this has been exercised by the Local Academic Committee
Review and approval of changes to existing courses and programmes and approval of the withdrawal/closure or suspension of existing courses or programmes.	The provisions of the Academic Statute delegate consideration and approval/decline of Type 1 Changes to the FBEI. The Academic Approvals Committee consider and approve/decline all other applications for academic approval (new programmes for approval and accreditation/accreditation only, and Type 2 Changes to programmes). Nil mid-year.

Sub-delegation	Details of how this has been exercised by the Local Academic Committee
Approval of variations to an individual learner's course/programme of study outside programme regulations.	The provisions of the Academic Statute delegate consideration and approval to the Chair of each FBEI. Nil to report (handled within regulations).
Approval and release of learner results and recognition of credit for assessment (including assessment of prior learning).	The provisions of the Academic Statute and processes of the delegated FBEI's continue to approve learner achievement and results including credit recognition and any academic prior learning. The minutes of formal meetings that approve academic outcomes are formally received by the local Academic Committee meeting. 7 results approval meetings reported in minutes across three faculties.
Approval of proposals for research from Te Pūkenga kaimahi and learners involving human subjects (including learner course work research) and a Māori or Te Tiriti/Treaty of Waitangi dimension.	The Research and Knowledge Transfer sub-committee of the local Academic Committee consider and approve/decline/return for further development proposals for research. Includes proposal structure, and independently ethics approval.

Aroturuki | Monitoring

There is no monitoring to report.

Ngā tino raru ka heipū mai | Key risks

Risk title	Description	Potential consequences	Current mitigation	Comments
Unit Standard (US) assessment practice	Workforce Development Council (WDC) moderation of assessment overscrupulousness.	Loss of consent to assess.	Quality team interventions, staff refresher training, additional internal moderation of assessment prior to submission externally.	Effective interventions. However, one WDC specifically is acidulous and returns material frequently for more refinement when other WDC's determine the assessment material meets the US requirements.

Risk title	Description	Potential consequences	Current mitigation	Comments
UCOL research by degree staff	Negative impact of higher workloads & staff not prioritising research. More recently impact of Te Pūkenga uncertainty & proposals for structural & portfolio change.	Accreditation to deliver at risk.	UCOL change proposal is directly addressing this (proposal to have dedicated staffing to support research/ers.	Final decisions due September.

Other matters

Te Pūkenga unified programme administration – memo from Te Pūkenga was discussed in detail. The fate of the National Programme Committees, and programme approval and accreditation and accreditation only had strong interest by members.

NZQA's fees system proposal was received. The Committee sought reassurance that it was possible to estimate the overall increase for UCOL in time for the 2026 Operating Expenditure Budget submission. That the final determination would not be known for several months was a concern.

NZQA's proposal and consultation on the design of the iQAF was received. Discussion was overall about what the likely impact to UCOL business would be. Members noted the increased internal analysis, review and reporting including the internalisation of functions such as Consistency Reviews (CR's), and the likely loss of interinstitutional learning and development when CRs ceased.

Correspondence:

- NZQA approval of new major (Artificial Intelligence) in the Bachelor of Information and Communications Technology L7 received. Implementation from semester 2, 2025.

Ngā Tāpiritanga | Appendices

N/A

Pūrongo a Te Poari Akoranga a Te Pūkenga | Academic Board Report

6 November 2025

Title	6009 UCOL Academic Committee report 09 September 2025
Provided by	Dr Jan Chapman, independent contractor, Academic Committee Chair.
Author	Gianetta Lapsley, Executive Director Quality and Academic Assurance.

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

1.	Receives the report titled “ 6009 UCOL Academic Committee report 09 September 2025 ”.
2.	6009 UCOL Academic Committee approved: - Minutes of Faculty Boards of Educational Improvement (FBEI) meeting minutes and actions – no meetings held in timeframe to report to Academic Committee. 2024 Te Mana Taura Student Success Whanganui Annual Self-Assessment Report on activities and effectiveness. - Action Register request for Research and Knowledge Transfer meeting minutes was reaffirmed, due October.

Whakarāpopototanga | Summary

Meeting held 10.00am Tuesday 9 September 2025, 8.0.01 McElroy Room Manawatū Campus.

Quorum achieved. Teams meeting for participation from multiple sites.

Sub-delegations exercised

Sub-delegation	Details of how this has been exercised by the Local Academic Committee
Review and approval of changes to existing courses and programmes and approval of the withdrawal/closure or suspension of existing courses or programmes.	The provisions of the Academic Statute delegate consideration and approval/decline of Type 1 Changes to the FBEI. The Academic Approvals Committee consider and approve/decline all other applications for academic approval (new programmes for approval and accreditation/accreditation only, and Type 2 Changes to programmes).

Sub-delegation	Details of how this has been exercised by the Local Academic Committee
Approval of variations to an individual learner's course/programme of study outside programme regulations.	The provisions of the Academic Statute delegate consideration and approval to the Chair of each FBEI. Nil to report handled within regulations.
Approval and release of learner results and recognition of credit for assessment (including assessment of prior learning).	The provisions of the Academic Statute and processes of the delegated FBEI's continue to approve learner achievement and results including credit recognition and any academic prior learning. The minutes of formal meetings that approve academic outcomes are formally received by the local Academic Committee meeting. Nil – due to timing of FBEI schedule and Academic Committee meeting.
Approval of proposals for research from Te Pūkenga kaimahi and learners involving human subjects (including learner course work research) and a Māori or Te Tiriti/Treaty of Waitangi dimension.	The Research and Knowledge Transfer sub-committee of the local Academic Committee consider and approve/decline/return for further development proposals for research. Includes proposal structure, and independently ethics approval.

Aroturuki | Monitoring

New Zealand Diploma in Enrolled Nursing moderation of assessment monitoring report for UCOL received from NZQA. UCOL made the portfolio decision in 2024 to close the programme. No new enrolment intakes in 2025, and remaining students being taught out. Originally this was to be completed by end of semester 1 2025 (June). Three students now still require tuition in semester 2 (July-December 2025). Any actions that NZQA might require arising from the monitoring will be implemented should they impact the assessment for these students. However, UCOL does not have any new enrolment intakes where the programme will be running before the revised programme (Ara) is approved, accredited and available and new assessment resources developed.

Ngā tino raru ka heipū mai | Key risks

Risk title	Description	Potential consequences	Current mitigation	Comments
Unit Standard (US)	Workforce Development Council (WDC) moderation of	Loss of consent to assess .	Quality team is coordinating collation of assessment material from faculty	Administration centrally is effective to address this current priority. Re-orientation

Risk title	Description	Potential consequences	Current mitigation	Comments
Assessment practice	assessment overscrupulousness.		for one discipline area (for pre-assessment moderation of assessment) and liaising directly with one WDC.	and refresh of unit standard assessment development and moderation of assessment with faculty November/December.
UCOL research by degree staff	Negative impact of higher workloads & staff not prioritising research. More recently impact of Te Pūkenga uncertainty & proposals for structural & portfolio change.	Accreditation to deliver potentially at risk.	New Research Coordinator confirmed in operating structure.	Coordinator briefed to begin role and priorities being set.

Other matters

Members were interested in the progress of the Type 2 Change to the Bachelor of Nursing and its progress with NZQA evaluation. The Academic Adviser confirmed the Nursing Council of New Zealand has been liaising with UCOL throughout the year, and had been waiting for NZQA's initial evaluation and/or request for information upon which they would then provide us additional feedback. It turned out that NZQA was waiting on independent feedback first from NCNZ. UCOL facilitated this, and is waiting still for progress from the NZQA evaluator allocated the application.

2024 Te Mana Tauira Student Success Self-Assessment Report Whanganui – the report and reflection was extensive. Noted it being later than intended due to proposal for and consultation on organisational changes. The proposal for change specifically addresses the achievement of a more holistic, all-of-UCOL approach to provision of student support services and closer working arrangements between all three main campuses and teams.

A report on completion and analysis of the 2025 Consistency Review processes and outcomes will be presented in early 2026.

Ngā Tāpiritanga | Appendices

N/A

Pūrongo a Te Poari Akoranga a Te Pūkenga | Academic Board Report

06 November 2025

Title	Te Komiti Mātauranga Academic Committee report 04 September 2025
Provided by	Martin Carroll, Deputy Chief Executive Academic, MIT and Unitec
Author	Delphine Gesché, Executive Assistant to the DCE Academic

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

1.	Receives the report titled “Te Komiti Mātauranga Academic Committee report 04 September 2025”;		
2.	Notes that the Te Komiti Mātauranga approved the Unitec 2024 Research Annual Report.		
3.	Notes that the Te Komiti Mātauranga approved the thresholds for the Te Pūkenga Competency Based Assessment 4 (CBA-4) grading basis and Competency 20(C20) as proposed and noted the actions already taken to address the issue:		
	Grade	Meaning	Percentage
	NA	Not Achieved	0-49
	AC	Achieved	50-64
	AM	Achieved with Merit	65-80
AE	Achieved with Excellence	80-100	
4.	Notes that the Te Komiti Mātauranga received the updated expiring/discontinued status for a list of programmes; approved the inactivation in Unitec systems of those programmes noted in the report that have been confirmed as being no longer offered and in which there are no active students; approved the inactivation in Unitec systems using a ‘future row date’ for those programmes which have not yet reached the ‘last date of completion’ but which will lapse on that date.		
5.	Notes that the Te Komiti Mātauranga approved the secondment of Chris Park as a member of Unitec’s Academic Committee Standing Subcommittee.		
6.	Notes that the Te Komiti Mātauranga endorsed a Type 2 change (subject to conditions) for: • New Zealand Certificate in Automotive Engineering (Level 3, 120 credits) [NZCAE]		
7.	Notes that the Te Komiti Mātauranga approved Type 1 changes (subject to conditions) for: • New Zealand Certificate in Exercise (Level 5, 60 credits) [NZCEX]		

	• New Zealand Certificate in Health and Wellbeing (Social and Community Services) (Level 4, 120 credit) [NZCHW] • Master of Architecture (Professional) (Level 9, 240 credits) [MARCP]
8.	Notes that the Te Komiti Mātauranga approved a change (subject to conditions) for: • WoF Vehicle Inspector Refresher Short Course
9.	Notes that the Te Komiti Mātauranga approved students' completions across multiple programmes

Whakarāpopototanga | Summary

Te Komiti Mātauranga (TKM), the Unitec Academic Committee, met on 4 September 2025 from 2:00pm to 4:12pm in the Boardroom of the Unitec Mt Albert Campus. The meeting achieved quorum and was chaired by Simon Nash, Deputy Chief Executive Learner Experience and Success at Unitec and MIT. Topics included:

- Chair's Report
- AI update (general discussion)
- Research outcomes Annual Report (2024)
- Programme Evaluation and Planning (PEP) Annual Report (2024)
- Oversight of Quality Assurance System (standing item)
- Priority Group Report – Maori Success (standing item)
- Priority Group Report – Pacific Success (standing item)
- Priority Group Report – Disability Success (standing item)
- Priority Group Report – International Success (standing item)
- Unitec Research Committee Report (standing item)
- Unitec Research Ethics Committee (standing item)
- Postgraduate Research and Scholarships Committee (standing item)
- Quality Alignment Board (standing item)
- Academic Approvals Committee (standing item)
- Ako Ahimura Learning & Teaching Committee (standing item)

Sub-delegations exercised

Sub-delegation	Details of how this has been exercised by the Local Academic Committee
Review and approval of changes to existing courses and programmes and approval of the withdrawal/closure or suspension of existing courses or programmes.	Thresholds for the Te Pūkenga CBA4) and C20 as proposed. Received the updated expiring/ discontinued status for a list of programmes; approved the inactivation in Unitec systems of those programmes noted in the report that have been confirmed as being no longer offered and in which there are no active students; approved the inactivation in Unitec systems using a 'future row date' for those programmes which have not yet reached the 'last date of completion' but which will lapse on that date. Type 2 change (subject to conditions) for: - New Zealand Certificate in Automotive Engineering (Level 3, 120 credits) [NZCAE] Type 1 changes (subject to conditions) for: - New Zealand Certificate in Exercise (Level 5, 60 credits) [NZCEX] - New Zealand Certificate in Health and Wellbeing (Social and Community Services) (Level 4, 120 credit) [NZCHW] - Master of Architecture (Professional) (Level 9, 240 credits) [MARCP] A change (subject to conditions) for: - WoF Vehicle Inspector Refresher Short Course
Approval of variations to an individual learner's course/programme of study outside programme regulations.	Academic Committee noted that students 1352388 and 1353199 were approved with the Certificate of Applied Technology programme with an incorrect endorsement in Furniture Making 8 June 2018). This has been corrected.
Approval and release of learner results and recognition of credit for assessment (including assessment of prior learning).	TKM approved students' completions across multiple programmes.
Approval of proposals for research from Te Pūkenga kaimahi and learners involving human subjects (including learner course	The Unitec Research Ethics Committee met and addressed 11 applications of various risk ratings.

Sub-delegation	Details of how this has been exercised by the Local Academic Committee
work research) and a Māori or Te Tiriti/Treaty of Waitangi dimension.	

Aroturuki | Monitoring

2025 degree monitoring is well underway. Of the 42 programmes able to be monitored in 2025:

- -6 are fully complete
- 22 are complete and awaiting finalisation of the report and/or action plan (if required)
- 12 are on track to occur.
- 2 are not required this year: Graduate Diploma in Creative Practice and Doctor of Computing.

Feedback has been predominantly positive with no significant issues identified. Themes from monitoring reports will be provided once a sufficient number of monitoring events have been completed.

Ngā tino raru ka heipū mai | Key risks

There are no new or emerging risks since the last report.

Other matters

N/A

Pūrongo a Te Poari Akoranga a Te Pūkenga | Academic Board Report

06 November 2025

Title	Te Komiti Mātauranga Academic Committee report 02 October 2025
Provided by	Martin Carroll, Deputy Chief Executive Academic, MIT and Unitec
Author	Delphine Gesché, Executive Assistant to the DCE Academic

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

1.	Receives the report titled “Te Komiti Mātauranga Academic Committee report 02 October 2025”;
2.	Notes that the Te Komiti Mātauranga strongly encouraged the Unitec Artificial Intelligence module, make it freely available as a standalone Moodle module that leads to badging.
3.	Notes that the Te Komiti Mātauranga adopted in principle the proposed updated international equivalency settings to be adopted at both MIT and Unitec, and requested to establish a formal process for the updating of international equivalency standards at both MIT and Unitec.
4.	Notes that the Te Komiti Mātauranga agreed for the MIT Academic Committee and Unitec Te Komiti Matauranga to operate as a Joint Academic Committee, from Monday 6 October 2025 for the rest of 2025 (unless a new Council approves and establishes an Academic Board earlier).
5.	Notes that the Te Komiti Mātauranga approved students’ completions across multiple programmes.

Whakarāpopototanga | Summary

Te Komiti Mātauranga (TKM), the Unitec Academic Committee, met on 2 October 2025 from 2:00pm to 4:19pm in the Boardroom of the Unitec Mt Albert Campus. The meeting achieved quorum and was chaired by Martin Carroll, Deputy Chief Executive Academic at Unitec and MIT.

Sub-delegations exercised

Sub-delegation	Details of how this has been exercised by the Local Academic Committee
Approval and release of learner results and recognition of credit for assessment (including assessment of prior learning).	Academic Committee approved students' completions across multiple programmes. Also, Academic Committee approved the following corrections to the New Zealand Certificate in Study and Employment Pathways (Level 4) graduands list approved by Academic Committee on 23 July 2025: • Student 1586552: Correction of Programme name to New Zealand Certificate in Study and Career Preparation (Level 4) • Correction to the academic plan from Screen Acting Tech Production to Performing and Screen for the students listed in the memo.
Approval of proposals for research from Te Pūkenga kaimahi and learners involving human subjects (including learner course work research) and a Māori or Te Tiriti/Treaty of Waitangi dimension.	The Unitec Research Ethics Committee met and addressed 11 applications of various risk ratings.

Aroturuki | Monitoring

No change from previous report.

Ngā tino raru ka heipū mai | Key risks

There are no new or emerging risks since the last report.

Other matters

There are no other matters which the Committee considered which would be relevant to Te Poari Akoranga.

Pūrongo a Te Poari Akoranga a Te Pūkenga | Academic Board Report

6 November 2025

Title	Whitireia and WelTec Academic Committee Report 13 October 2025
Provided by	Fiona Beals, Registrar, Head of Information and Reporting
Author	Lorna Vickerman, Committee Secretary

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

1.	Receives the report titled 'Whitireia and WelTec Academic Committee Report 13 October 2025'
2.	Notes that the Whitireia and WelTec Academic Committee approved: Type 2 changes to: - NZ3442 New Zealand Certificate in Makeup and Skincare (Introduction) (Level 3) - NZ3456 New Zealand Certificate in Makeup Artistry (Level 4) - Bachelor of Nursing Māori - New Zealand Certificate in Foundation Skills (Level 2) - Master of Management
3.	Notes that the Whitireia and WelTec Academic Committee approved: Type 1 changes to: - NZ3408 New Zealand Diploma in Writing for Creative Industries (Level 5) - NZ3444 New Zealand Certificate in Beauty Therapy (Level 4) - PR4863 Postgraduate Certificate in Nursing
4.	Notes that the Whitireia and WelTec Academic Committee approved the following new programme: NZ5320 New Zealand Certificate in Baking (Generalist) (Level 4)

Whakarāpopototanga | Summary

Meeting held on 18 September 2025 on Teams with 12 members, quorum was met.

E-meeting held on 9 October 2025 with 13 members responding, quorum was met.

E-meeting held on 14 October 2025 with 13 members responding, quorum was met.

Sub-delegations exercised

Sub-delegation	Details of how this has been exercised by the Local Academic Committee
Review and approval of changes to existing courses and programmes and approval of the withdrawal/closure or suspension of existing courses or programmes.	Type 2 changes Item 2a: NZ3442 New Zealand Certificate in Makeup and Skincare (Introduction) (Level 3) • Change to title of programme from NZ3442 New Zealand Certificate in Makeup and Skincare (Introduction) (Level 3) to NZ3442 New Zealand Certificate in Skin Care and Cosmetics (Level 3) • Updates to strategic purpose statement, graduate profile outcomes (GPOs) and education and employment/community/cultural pathways • Update to teaching sites • Update to transition arrangements • Change of credit value, aim, Learning outcomes, content of SCC3005 Beauty Services Environment • Remove three courses: Skin Care Services, Makeup Services, Professional Services • Add two courses: SCC3006 Client consultation, SCC3007 Skin Care and Makeup Services Item 2b: NZ3456 New Zealand Certificate in Makeup Artistry (Level 4) • Change to programme title from NZ3456 New Zealand Certificate in Makeup Artistry (Level 4) to NZ3456 New Zealand Certificate in Makeup Artistry and Hairstyling (Level 4) • Changes to strategic purpose statement, GPOs, education and employment/cultural/community pathways • Update to transition arrangements • Changes to courses MA4100, 4101, 4102, 4103, 4104, 4107. • Removal of courses MA4105, 4106 • Addition of course MA4113 Client Consultation

Sub-delegation	Details of how this has been exercised by the Local Academic Committee
	• Inclusion of te ao Māori, and Pacific and other cultural values and perspectives in course content. Item 2c: PR4942 Bachelor of Nursing Māori • Change to programme title and code to PR5023 Whitireia Bachelor of Nursing Māori • Introduction, programme aim, rationale and target groups of learners updated for currency • Strategic purpose statement: updated • Graduate profile: changed to better align with the NCNZ Standards of Competence for Registered Nurses 2025 • Programme philosophy: revised and reworded to reflect contemporary nursing and educational theories • Assessment rationale: wording changes to update to current requirements • Structure and content: wording changes to reflect the changes to programme • Matrix showing coverage of Nursing Council Registered Nurse Competencies through courses • Entry requirements: minor update • Learning methods: updated to reflect current methods • Selection criteria: minor updates • Assessment requirements: updated to include achievement of all learning outcomes • Transition arrangements: added • Course descriptors: descriptors for all courses have changes to titles, aims, learning outcomes and content updated to reflect actual and contemporary requirements and to take into account Nursing education programme standards and standards of competence for registered nurses. Item 2d: NZ2862 New Zealand Certificate in Foundation Skills (Level 2)

Sub-delegation	Details of how this has been exercised by the Local Academic Committee
	- Updating of strategic purpose statement, GPOs, education and employment/cultural/community pathways - Addition of responsiveness to identified groups of learners - Updating of assessment requirements, award of qualification and transition arrangements sections - Changes to structure: - Removal of Hospitality and Tourism pathway - Removal of COMM2110 or FS2110 Vocational and Employment Skills, COMM2111 or FS2111 Communication, COMP2110 or FS2113 Computing, BUS2110 or FS2114 Administration and Customer Service, FS2117 Café Service, FS2118 Introduction to Tourism, FS2130 Introduction to Cosmetology 1, FS2133 Projects, processes and safety - Addition of FS2134 Personal and Employment Skills - Changes to five courses - Programme document has been updated to latest template Item 2e: Master of Management - Addition of new level 9 course BUS9507 Advanced Human Resource Management as an elective course for coursework pathway in PR4982 Master of Management. - Addition of new level 9 course BUS9508 Corporate Governance in Aotearoa as an elective course for coursework pathway in PR4982 Master of Management. - BUS9504 Industry Project to be converted to an elective. Was previously a compulsory course in the coursework pathway. - Option to choose only one specialisation and to achieve that specialisation in the PR4982 Master of Management, students must complete either BUS9502 Thesis (90 credits) or BUS9503 Dissertation (60 credits) or BUS9501 Applied Research Project (45 credits) or BUS9504 Industry Project (30 credits), along with other compulsory specialisation courses.

Sub-delegation	Details of how this has been exercised by the Local Academic Committee
	- Change to assessment weightings in BUS8416 Strategic Marketing Type 1 changes Item 3a: NZ3408 New Zealand Diploma in Writing for Creative Industries (Level 5) - Change title from NZ3408 New Zealand Diploma in Writing for Creative Industries (Level 5) to NZ3408 New Zealand Diploma in Creative Writing (Level 5) - Minor updates to strategic purpose statement, GPOs. Education and employment/community/cultural pathways - Update transition arrangements - Minor changes to LOs for clarification purposes Item 3b: NZ3444 New Zealand Certificate in Beauty Therapy (Level 4) - Minor updates to content in courses BT4100, BT4101, BT4102, BT4103, BT4104, BT4106 and BT4107 to include te ao Māori, and Pacific and other cultural values and perspectives. - Change to LO1 and LO4 and addition of LO2 in BT4107. - Minor change to LO1 and removal of LO2 in BT4105 - Addition of 'and achieve all learning outcomes' to Successful completion of course for all courses Item 3c: PR4863 Postgraduate Certificate in Nursing 8.7 Assessment requirements: amended to include achievement of all learning outcomes. - HSC8316 Contemporary Mental Health and Addiction Nursing and HSC8326 Professional Practice in Mental Health and Addiction: learning outcomes updated; outcomes assessed updated; 'course requirements' renamed 'successful completion of course'

Sub-delegation	Details of how this has been exercised by the Local Academic Committee
	and updated to include achievement of all learning outcomes. • HSC8301 Professional Nursing Praxis and HSC8305 Advancing Clinical Practice • ‘Course requirements’ renamed ‘successful completion of course’ and updated to include achievement of all learning outcomes Item 4: New programme • NZ4858 New Zealand Certificate in Baking (Generalist) (Level 4) The New Zealand Certificate in Baking (Generalist) (Level 4) qualification was published in May 2025 as a result of a review by Hanga Aro Rau. It replaces the NZ1842 New Zealand Certificate in Baking Generalist (Level 4) qualification.

Aroturuki | Monitoring

Bachelor of Social Work – 13/10/25

Ngā tino raru ka heipū mai | Key risks

There are no new or emerging risks since the last report.

Other matters

NA

Pūrongo a Te Poari Akoranga a Te Pūkenga Academic Board Report

6 November 2025

Title	Wintec Komiti Akoranga Report - September and October 2025
Provided by	Wintec Quality and Academic Unit, on behalf of Komiti Akoranga – Academic Committee
Author	Talia East, Institutional Quality Manager

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

1.	Receive the report titled 'Wintec Komiti Akoranga Report - September and October 2025';
2.	Note the approval of Type 2 changes to the following legacy programmes: - New Zealand Certificate in Plumbing, Gas fitting, and Drainlaying (Level 3) (subsidiary-led unified programme) - New Zealand Diploma in Journalism (Level 5) - New Zealand Certificate in Carpentry (Level 4) - New Zealand Certificate in English Language (Level 3) (Academic) - New Zealand Certificate in English Language (Level 3) (General) - New Zealand Certificate in English Language (Level 3) (Applied) - New Zealand Certificate in English Language (Level 4) (Academic) - New Zealand Certificate in English Language (Level 5) (Academic)

Whakarāpopototanga | Summary

1. A report on teaching and learning highlighted strong participation in professional development, especially in the New Zealand Certificate in Adult and Tertiary Teaching programme now delivered with Otago Polytechnic, along with ongoing alignment of staff planning with updated Teaching and Learning Directions and the revised My Plan framework. The Wintec Komiti Akoranga (te Komiti) also discussed improving qualification tracking amongst teaching staff.
2. Te Komiti received an update from the Research, Rangahau, and Postgraduate Sub-Committee on its activities:
 - A total of 106 submissions has been received for the Institutes of Technology and Polytechnics (ITP) Research Conference, which will be delivered in-person across both the North and South Islands, as well as online.

- The second round of contestable funding has been completed, with \$33,000 of the \$35,000 allocated to projects aligned with centre growth priorities, including programme-related initiatives.
 - The Research team has begun adjusting its strategy in anticipation of the changes related to Performance-based Research Fund (PBRF), which will be replaced by the new Tertiary Research Excellence Fund. This includes developing video storytelling packages that feature researchers connected to industry.
 - The spotlight system which integrates research and programme data has been completed and shared with leaders and researchers.
3. Te Komiti received an update from Te Rōpu Apiti Whakataurite | Moderation Sub-committees highlighting improvements in processes and expectations, though issues with timeliness and incomplete pre-delivery checks remain a risk. While the moderation app has streamlined workflows and centres are generally meeting requirements, further support and system enhancements are still needed.
 4. Te Komiti received an update from the international team on the trial adjustment of entry requirements for students from Nepal, which allowed greater flexibility based on grade point averages (GPA) rather than percentage scores. Early results are positive, with all participating students succeeding, and the trial will continue with further reporting due next year.
 5. Type 2 Changes were approved for the following legacy programmes:
 - New Zealand Certificate in Plumbing, Gas fitting, and Drainlaying Level 3¹
 - New Zealand Diploma in Journalism (Level 5)
 - New Zealand Certificate in Carpentry (Level 4)
 - New Zealand Certificate in English Language (Level 3) (Academic) – New Programme
 - New Zealand Certificate in English Language (Level 3) (General)
 - New Zealand Certificate in English Language (Level 3) (Applied)
 - New Zealand Certificate in English Language (Level 4) (Academic)
 - New Zealand Certificate in English Language (Level 5) (Academic)
 6. Te Komiti received an update from the Operations Lead on the new appointed Establishment Advisory Group (EAG) to support its transition to independence from 1 January 2026. The EAG will oversee the recruitment of a Chief Executive Designate and the development of a governance structure, with a phased approach expected for council appointments and policy updates.
 7. Te Komiti received updates from the Quality and Academic Unit (QAU) team around NZQA's Integrated Quality Assurance Framework, including upcoming changes like a three-year degree review cycle, removal of category ratings and consistency reviews, and increased reliance on self-assessment and internal data. QAU also provided an update on a new change request system replacing the current SharePoint process, offering improved tracking, faster processing, and integration of all request types.

¹ Wintec will formally notify all other providers once NZQA approval is received.

8. Te Komiti received the Learner Pulse Semester Two summary report – key themes for noted for professional development such as, consistency in assessment guidelines, marking criteria and tutor approach, timeliness in assessment feedback, organisation and clear information delivery.

Ngā tino raru ka heipū mai | Key risks

9. No new or emerging academic risks were noted.

Pūrongo a Te Poari Akoranga a Te Pūkenga | Academic Board Report

6 November 2025

Title	Western Institute of Technology at Taranaki Academic Committee Report – 3 September and 22 October 2025 meetings
Provided by	Zanetta Hinton, Academic Committee Chair
Authors	Sally Ingham, Academic Committee Minute Secretary

Te Taunaki | Recommendation(s)

It is recommended that Te Pūkenga Poari Akoranga:

1.	Receives the report titled 'Western Institute of Technology at Taranaki (WITT) Academic Committee Report – 3 September and 22 October 2025 meetings'.
2.	Notes that the WITT Academic Committee approved: • Certificate graduands – 343 approved • Diploma and degree graduands – 79 approved • Academic Statute 2025 amendment • Academic calendar 2027

Whakarāpopototanga | Summary 3 September 2025

1. At its meeting of 3 September 2025, the Western Institute of Technology at Taranaki (WITT) Academic Committee covered the following matters:

Schedule of annual activities received

- Update on learner success plan report, including Rainbow and Disability Action Plan updates

Standing reports received

- Research Committee
- New Zealand Qualifications Authority (NZQA) 2022 Targeted Evaluation Action Plan – update
- Academic Risk Register update
- Te Poari Akoranga update
- Student representative update
- Academic Standards Committee

Teaching and Learning Committees (TLCs)

- School of Trade Training, Primary and Creative Industries; Engineering, Energy and Infrastructure
- School of Nursing, Health and Wellness; Māori Enterprise, Business and Technology

Approved

- Certificate graduands – 36 approved
- Amendment to Academic Statute 2025 – Terms of Reference for Te Kahui Matanui (Advisory Committee)

Ratified

- eVote approval of 2027 Academic Calendar
- eVote approval of certificate graduands – 134 approved
- eVote approval of degree/diploma graduands – 43 approved
- Special approval of graduands – 98 approved (64 certificate, 34 degree/diploma)

Discussed

- 2025 Support services – response to student leader concerns

Whakarāpopototanga | Summary 22 October 2025

2. At its meeting of 22 October 2025, the WITT Academic Committee covered the following matters:

Schedule of annual activities received

- Semester one educational performance indicator (EPI) data
- 'You Said, We Did' Learner satisfaction semester one
- Learner Success Activities Plan 2025, including Rainbow and Disability Action Plan updates
- The Education (Pastoral Care of Tertiary and International Learners) Code of Practice Action Plan Progress Report October 2025

Standing reports received

- NZQA 2022 Targeted Evaluation Action Plan – update
- Academic Risk Register update
- Te Poari Akoranga update
- Student representative update

Academic Standards Committee

- Type 2 changes approved:
 - New Zealand Certificate in Skills for Living for Supported Learners (Level 1)

- Accreditation application approved for New Zealand Diploma in Enrolled Nursing (Level 5) to be submitted to NZQA.

Teaching and Learning Committees

- School of Trades Training, Primary and Creative Industries; Engineering, Energy and Infrastructure
- School of Nursing, Health and Wellness; Māori Enterprise, Business and Technology

Approved

- Certificate graduands – 109 approved
- Degree/diploma graduands – two approved

Discussed

- LearnerMe contractual compliance update
- Te Kahui Matanui reporting

Aroturuki | Monitoring

Nil to report.

Ngā tino raru ka heipū mai | Key risks

The following academic risks are monitored by WITT Academic Committee and held in Protecht software platform.

Risk title	Description	Potential consequences	Current mitigation	Comments
1005674	Regulatory Compliance – Research output: NZQA require research outputs from tutors teaching at degree and graduate diploma level.	Inherent Risk: Medium (9) Current Residual Risk: Low (4).	Controls: School research plans in place. Degree and graduate diploma tutors have hours for research allocated in workload plans. Plans are monitored regularly by School Teaching and Learning Committees and Academic Committee. Research Committee constituted.	Actions: (Open) Research plan monitoring – Research Committee/Academic Committee.
1054445	Academic quality – assessments not well-designed to mitigate	Inherent Risk: Medium (9)	Controls: Provide training to upskill kaimahi in the use of	AI community of Practice in place

Risk title	Description	Potential consequences	Current mitigation	Comments
	the use of artificial intelligence or use it appropriately.		AI and how to design assessments to maintain integrity.	

New Zealand Institute of Skills and Technology report

6 November 2025

Report to	Te Poari Akoranga
Title	Report from open portions of September and October 2025 Te Ohu Whakahaere Approvals meetings
Provided by	Leoni Drew and Kim Davies, Committee Co-Chairs
Author	Shylah Jones, Operations Coordinator
For	Approval
Classification	Unclassified
Endorsement (if any)	NA

Recommended resolutions

It is recommended that Te Poari Akoranga (Te Poari):

1.	Receives the verbal and written report from the open portions of Te Ohu Whakahaere Approvals meetings held: • 16 September 2025 • 12-19 September 2025 e-meeting • 3-10 October 2025 e-meeting • 22 October 2025
2.	Accepts the open portion of the minutes of Te Ohu Whakahaere Approvals final meeting held 22 October 2025.
3.	Notes that at its 16 September meeting, Te Ohu Whakahaere Approvals approved the Type 2 programme changes to 2552 NZ Diploma in Applied Science L5 and 2553 NZ Diploma in Applied Science L6, be submitted to the New Zealand Qualifications Authority (NZQA).
4.	Notes that at its e-meeting held 12-19 September, Te Ohu Whakahaere Approvals approved the following be submitted to NZQA: • The new delivery site application of Te Pūkenga 2741 New Zealand Diploma in Remedial Massage (Level 6), at Otago Polytechnic. • The Type 2 change application for the unified 4391 New Zealand Diploma in Rural Animal Veterinary Technology (Level 6). • The new delivery site application for Te Pūkenga (Unified) 4876 Hangarau Matihiko: Digital Interface Design and Programming Foundations (Micro-Credential) (Level 5), at Toi Ohomai.

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5.	Notes that at its e-meeting held 3-10 October, Te Ohu Whakahaere Approvals approved the new delivery site application for NorthTec to deliver the energy sector micro credentials (Level 5) be submitted to NZQA: • 5227 Leadership: Approaches and Communication in the Energy Sector • 5228 Business Planning: Assessing Environmental Factors and Impact in the Energy Sector • 5229 Programme Delivery: Project and Stakeholder Management in the Energy Sector • 5236 Leadership: Managing Change in the Energy Sector • 5237 Team Management and Conflict Resolution Strategies in the Energy Sector • 5238 Operational Management Fundamentals: Analysing and Improving Business Performance
6.	Notes that at its 22 October meeting, Te Ohu Whakahaere Approvals approved a new delivery site application for Wintec to deliver the unified New Zealand Certificate in Business (Small Business) (Level 4) be submitted to NZQA.

Te pūtake o tēnei pūrongo | Purpose of this report

1. The purpose of this report is to provide Te Poari with a summary of the matters discussed by Te Ohu Whakahaere Approvals in the open portions of its meetings held 16 September and 22 October 2025 meetings, and its e-meetings held 12-19 September and 3-10 October.

Te tāhuhu kōrero | Background

2. Te Ohu Whakahaere Approvals (the Committee) met on 16 September 2025 online via Microsoft Teams. Liz McKenzie, Veraneeca Taiepa and Paul Neumann provided apologies for the meeting. The open portion of the meeting pack can be found in Appendix 1. Due to low attendance and the requirement for members of the Committee to abstain from participating in voting on items which they had a conflict of interest for, an e-meeting was also held from 12-19 September via Diligent to allow more members to vote on these items. The open portion of meeting pack can be found in Appendix 2.
3. The Committee met from 3-10 October 2025 for an e-meeting via Diligent, on request from NorthTec, to approve a new delivery site application before the next scheduled meeting. The meeting pack can be found in Appendix 3.
4. The Committee met on 22 October 2025 online via Microsoft Teams for its final meeting. Leoni Drew, Denise Williams and Maggie Wells provided apologies for the meeting. The meeting pack can be found in Appendix 4.

New Zealand Institute of Skills and Technology report

6 November 2025

Whai whakaaro me whakatau rānei | Discussion / decision

5. The Committee considered the following items in the open portions of its meetings:

16 September 2025

6. The Committee received the report titled 'Unified Type 2 programme changes to 2552 NZ Diploma in Applied Science L5 and 2553 NZ Diploma in Applied Science L6' and approved the Type 2 programme changes to 2552 NZ Diploma in Applied Science L5 and 2553 NZ Diploma in Applied Science L6, be submitted to the New Zealand Qualifications Authority. The Committee also approved that the resolution be made public but that the report and discussion remain public excluded.

12-19 September 2025 e-meeting

7. The Committee received the report titled 'New delivery site application for Te Pūkenga (unified) New Zealand Diploma in Remedial Massage (Level 6)' and approved the new delivery site application of Te Pūkenga 2741 New Zealand Diploma in Remedial Massage (Level 6), at Otago Polytechnic as a delivery site, be submitted to the New Zealand Qualifications Authority. The Committee also approved that the resolution be made public but that the report and discussion remain public excluded. Maggie Wells abstained from this vote due to a conflict of interest.
8. The Committee received the report titled 'Type 2 change application for the unified 4391 New Zealand Diploma in Rural Animal Veterinary Technology (Level 6)' and approved the Type 2 change application for the unified 4391 New Zealand Diploma in Rural Animal Veterinary Technology (Level 6) be submitted to the New Zealand Qualifications Authority, subject to incorporating feedback from Te Ohu. The Committee also approved that the resolution be made public but that the report and discussion remain public excluded. Maggie Wells abstained from this vote due to a conflict of interest.
9. The Committee received the report titled 'New delivery site application for Te Pūkenga (Unified) 4876 Hangarau Matihiko: Digital Interface Design and Programming Foundations (Micro-Credential) (Level 5)' and approved the new delivery site application for Te Pūkenga (Unified) 4876 Hangarau Matihiko: Digital Interface Design and Programming Foundations (Micro-Credential) (Level 5) be submitted to the New Zealand Qualifications Authority. The Committee also approved that the resolution be made public but that the report and discussion remain public excluded. Leoni Drew abstained from this vote due to a conflict of interest.

3-10 October 2025 e-meeting

10. The Committee received the report titled 'New delivery site application for energy sector micro credentials' and approved the new delivery site application be submitted to NZQA for NorthTec to deliver:
- 5227 Leadership: approaches and communication in the energy sector micro credential

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- 5228 Business planning: assessing environmental factors and impact in the energy sector micro credential
- 5229 Programme delivery: project and stakeholder management in the energy sector micro credential
- 5236 Leadership: managing change in the energy sector micro credential
- 5237 Team management and conflict resolution strategies in the energy sector micro credential
- 5238 Operational management fundamentals: analysing and improving business performance micro credential

11. The Committee also approved that the resolution be made public but that the report and discussion remain public excluded.

22 October 2025

12. As this was the last scheduled meeting for Te Ohu Whakahaere Approvals, the Committee recommends that Te Poari accepts the minutes of the open portion of its meeting held on 22 October 2025. These can be found in Appendix 5.

New site delivery application for NZ2457 New Zealand Certificate in Business (Small Business)

13. The Committee received the report titled 'New delivery site application for the unified New Zealand Certificate in Business (Small Business) (Level 4)' and approved that the new delivery site application for Wintec to deliver NZ2457 New Zealand Certificate in Business (Small Business) (Level 4), be submitted to NZQA. The Committee also approved that the resolution be made public but that the report and discussion remain public excluded.

Other matters

14. The Committee noted that there were no more meetings scheduled for 2025 and agreed that any additional sites that require approval before the end of the year would be considered by e-meeting.

Ngā tāpiritanga | Appendices

[Appendix 1: Open portion of Te Ohu Whakahaere Approvals meeting pack 16 September 2025](#)

[Appendix 2: Open portion of Te Ohu Whakahaere Approvals e-meeting pack 12-19 September 2025](#)

[Appendix 3: Open portion of Te Ohu Whakahaere Approvals e-meeting pack 3-10 October 2025](#)

[Appendix 4: Open portion of Te Ohu Whakahaere Approvals meeting pack 22 October 2025](#) (contains minutes of meetings held in September and e-meeting held 3-10 October)

Appendix 5: Draft minutes of open portion of Te Ohu Whakahaere Approvals held 22 October 2025



Minutes for Te Ohu Whakahaere Approvals - 22 October 2025

22/10/2025 | 11:00 AM - Auckland, Wellington New Zealand Standard Time

Microsoft Teams

Attendees (6)

Denise Williams; Harry Leder; Kim Davies (Chair); Liz McKenzie; Paul Neumann; Veraneeca Taiepa;

In attendance:

Rebecca Donne (Governance Director, minutes), TeUrikore Biddle (Executive Director Strategy, Performance and Enterprise, Wintec, item 5.1)

Open agenda

Karakia tīmatanga

Liz McKenzie delivered the opening karakia and the meeting opened at 11.04am.

1. Administration

1.1 Welcome and apologies

Te Ohu noted that Leoni Drew, Denise Williams and Maggie Wells provided apologies for the meeting.

1.2 Register of interests

The Chair reminded members to declare any agenda items where a conflict arises between their role as a member of Te Ohu Whakahaere Approvals and any private or other external interest they may have, and to stand aside from decision making in respect of that item. No additional interests were declared.

1.3 Minutes of the open portion of the meeting held 16 September 2025

There were no matters arising from the open minutes.

RESOLVED (K. Davies/H. Leder)

That Te Ohu Whakahaere Approvals approve the minutes of the open portion of its meeting held on 16 September 2025 as a true and correct record.

CARRIED

1.4 Minutes of the open portion of the e-meeting held 12-19 September 2025

There were no matters arising from the e-meeting minutes.

RESOLVED (V. Taiepa/L. McKenzie)

That Te Ohu Whakahaere Approvals approve the minutes of the open portion of its e-meeting held on 12-19 September 2025 as a true and correct record.

CARRIED

1.5 Minutes of the e-meeting held 3-10 October 2025

There were no matters arising from the e-meeting minutes.

RESOLVED (L. McKenzie/K. Davies)

That Te Ohu Whakahaere Approvals approve the minutes of the e-meeting held on 3-10 October 2025 as a true and correct record.

CARRIED

1.6 2025 workplan

Te Ohu noted the 2025 workplan and agreed that any additional site approvals required before the end of the year would be done by e-meeting for site approvals.

5.1 New site delivery application for NZ2457 New Zealand Certificate in Business (Small Business)

RESOLVED (K. Davies/L. McKenzie)

That Te Ohu Whakahaere Approvals:

- 1. Receive the report titled 'New delivery site application for the unified New Zealand Certificate in Business (Small Business) (Level 4)'.*
- 2. Approve the new delivery site application for Wintec to deliver NZ2457 New Zealand Certificate in Business (Small Business) (Level 4), be submitted to the New Zealand Qualifications Authority, subject to the changes outlined in the closed section of these minutes.*
- 3. Approve that the resolution be made public but that the report and discussion remain public excluded.*

CARRIED

2. Any other open business

No other business was raised.

3. Resolution to exclude the public

RESOLVED (K. Davies)

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 per the agenda.

Item	General subject of each matter to be considered	Section(s)
4.	Administration – public excluded	
4.1	Minutes of the closed portion of the e-meeting held 16 September 2025	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
4.2	Minutes of the closed portion of the e-meeting held 12-19 September 2025	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
5.	Programme approvals	
5.1	New site delivery application for NZ2457 New Zealand Certificate in Business (Small Business)	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
6.	Self-assessment report 2025	Section 9(2)(g)(ii) OIA

Interests

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)(i) OIA	To enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.

And that certain employees from Te Pūkenga be permitted to remain at the meeting, namely TeUrikore Biddle be permitted to remain at the meeting after the public has been excluded because of their specific knowledge in relation to the above items. This knowledge, which will be of assistance in relation to the matters above to be discussed, is relevant to those matters because they have assisted in the progression of such matters.

CARRIED

The meeting closed at 11.37am.

New Zealand Institute of Skills and Technology report

6 November 2025

Report to	Te Poari Akoranga
Title	Bachelor of Accounting Quality Assurance Report
Provided by	Priscilla Davis Ngatai, Wintec Co-Chair, Accounting and Business – National Programme Committee
Author	Shylah Jones, Operations Coordinator
For	Noting
Classification	Unclassified

Recommended resolutions

It is recommended that Te Poari Akoranga:

1.	Receives and notes the report titled ‘Bachelor of Accounting Quality Assurance Report’.
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Te pūtake o tēnei pūrongo | Purpose of this report

- This report is being presented to Te Poari Akoranga for noting.

Te tāhuhu kōrero | Background

- Quality Assurance reports were previously provided to Te Ohu Whakahaere Academic Quality however this committee has now been disestablished.
- The Accounting and Business National Programme Committee (the Committee) was stood up in late 2024 with governance over the Bachelor of Accounting to provide direction, guidance and governance for the unified programmes and was responsible for oversight of programme delivery, national moderation, research, professional development, maintaining curriculum document control and endorsing programme change requests. Wintec chairs the Committee.

Ngā tāpiritanga | Appendices

Appendix 1: Bachelor of Accounting Quality Assurance Report

Te Pūkenga Bachelor of Accounting Quality Assurance Report

Specifications

Qualification Code:	TP4775	Qualification Name:	Bachelor of Accounting
Programme length	3 Years	Credits	360
Year of first delivery	2023	Lead BD:	Waikato Institute of Technology
Describe level of unification	Unified programme and courses; resource sharing; individual assessments		

Summary of Delivery

<i>Overview of delivery for the period under review</i>
Te Pūkenga unified Bachelor of Accounting (BAcct) was developed collaboratively by Te Pūkenga business divisions in 2022 in response to changes to professional competencies by Chartered Accountants Australia and New Zealand (CA ANZ) and Certified Practising Accountant (CPA) Australia. First delivered in 2023, the national unified programme was designed to ensure consistency in core curriculum content across all delivery sites under a single operational and regulatory framework. However, although all business divisions continue to deliver the programme as approved and accredited under Te Kawa Maiooro, collectively moderate courses, and participate in both New Zealand Applied Business Education forum (NZABE) and the Accounting and Business National Programme Committee (AB-NPC), the single operational framework developed by Te Pūkenga was not put in place and the delivery environment is becoming less consistent as disestablishment progresses. <i>Governance</i> NZABE played a significant role in the development and delivery of the BAcct. It was crucial in designing the BAcct curriculum and fostered collaboration, resource sharing, and moderation among the business divisions. NZABE actively encouraged and guided the sharing of content and assessment resources and provided a space for sharing best practices and discussing opportunities and challenges. In the absence of a formal governance structure in the first two years, NZABE stepped up to provide support and guidance in this space; however, lacked the mandate of an official programme committee. The AB-NPC was stood up in late 2024 with governance over the New Zealand Diploma in Business (Level 5) (NZDipBus (Level 5)) and the BAcct. The AB-NPC was established to provide direction, guidance, and governance for the unified programmes and was responsible for oversight of programme delivery, national moderation, research, professional development, maintaining curriculum document control, and endorsing programme change requests. The NPC met for the first time in November 2024 and has continued to meet monthly in 2025 under the chair-ship of Wintec (for BAcct) and Ara (for NZDipBus). Business divisions acknowledge that the NPC should provide more leadership to the network to establish consistency and clarity. However, disestablishment mahi, sector uncertainty, and anticipation of future outcomes for business divisions has called into question the AB-NPC's mandate as a governance committee and its capacity to ensure cohesiveness across all delivery sites. <i>Overview</i> 2024 and 2025 have been marked by the ongoing transition leading to the eventual disestablishment of Te Pūkenga. The slow return of decision-making from Te Pūkenga to individual business divisions was seen as counter to and impacting on the original goal of a unified delivery model and there was less appetite for operational management or governance

from the centre for this programme. Additionally, ongoing business division viability mahi led to significant restructuring across the network in late 2024 and into 2025, resulting in programme closures, loss of jobs, and reduced staffing, all of which impacted on the BAcct in different ways, through reduced access to support services, increasing workload issues, and decreasing time for research.

Despite these challenges, BAcct business divisions maintained their commitment to continuous improvement and utilising data analysis from various sources for decision-making. Kaimahi well-being and professional development remained a focus, though competing priorities and resource limitations were ongoing challenges.

Ākonga Data

Data collected at end of July 2025 for 2025 monitoring visit.

Consolidated Data: all delivery sites 2023 – mid-2025

Enrolments	2023		2024				2025		
	EFTS	Count	EFTS	Count	SCCR%	Completion	EFTS	Count	Completion
TOTAL	176.8	584	371.9	690	84.88%	30	402.5	799	7
Youth	98.4	207	112.6	279	85.72%	11	176.7	304	1
Māori	30.5	111	64.2	116	80.58%	4	71.3	140	0
Pacific	24.9	66	40.1	76	70.21%	2	27.4	68	0
Disabled	5.9	25	27.8	45	89.59%	2	30.7	55	0
International	17.9	21	44.3	64	89.91%	3	48.9	98	0

SCCR data not collected in 2023 and not available at time of collection in 2025

Ara Institute of Canterbury

Enrolments	2024				2025		
	EFTS	Count	SCCR%	Completion	EFTS	Count	Completion
TOTAL	38.40	56	87.90%	8	43.40	57	2
Youth	0.00	22	91.90%	3	18.00	19	
Māori	2.70	6	90.60%	1	1.70	4	
Pacific	2.70	4	71.40%		3.00	4	
Disabled	2.30	4	77.80%		4.30	6	
International	1.50	2	100.00%		2.60	3	

Eastern Institute of Technology

Enrolments	2024				2025		
	EFTS	Count	SCCR%	Completion	EFTS	Count	Completion
TOTAL	20.60	26	78.88%	4	31.40	40	1
Youth	9.10	10	82.86%		14.00	14	
Māori	8.40	11	72.31%		13.60	17	
Pacific	2.10	3	47.06%		5.00	6	
Disabled	1.00	1	71.43%		2.00	2	
International	1.00	1	100.00%		1.00	1	

Manukau Institute of Technology

Enrolments	2024				2025		
	EFTS	Count	SCCR%	Completion	EFTS	Count	Completion
TOTAL	27.00	40	84.00%	1		60	1
Youth	14.00	18	83.00%			32	
Māori	3.00	2	52.00%			3	
Pacific	11.00	19	66.00%			20	
Disabled	0.00	1	0.00%			0	
International	11.00	15	93.00%	1		20	

No EFTs data received for 2025

Nelson Marlborough Institute of Technology

Enrolments	2024				2025		
	EFTS	Count	SCCR%	Completion	EFTS	Count	Completion
TOTAL	22.93	28	90.00%	5	24.76	31	1
Youth	16.55	20	95.00%	3	17.38	21	1
Māori	2.38	3	100.00%		2.88	4	
Pacific	0.50	1	100.00%		0.00	0	
Disabled	2.00	2	100.00%		2.50	3	
International	1.50	2	100.00%		2.00	3	

Open Polytechnic

Enrolments	2024				2025		
	EFTS	Count	SCCR%	Completion	EFTS	Count	Completion
TOTAL	118.90	318	71.32%		135.46	349	
Youth	31.00	74	68.10%		33.04	83	
Māori	25.30	62	56.68%		23.62	64	
Pacific	11.40	32	46.25%		10.71	25	
Disabled	9.31	19	81.48%		10.62	27	
International							

Notes:

- *EFTS and Learners: Where a learner's enrolment starts in one year and ends in another, the learner is reported in each year and the EFTS are apportioned across each of the years based on the amount of study falling in that year. This aligns with the TEC reporting approach. Enrolments withdrawn with full refund where funding is not claimed are excluded.*
- *SCCR: Reported based on enrolments that end within the specified year. This means that 2025 figures only include enrolments that end prior to 29 Jun 2025. This aligns with the TEC reporting approach. However, some sample sizes are small and may not be representative (e.g., only 5 EFTS for Pacific and 4 EFTS for Disabled).*
- *Completions: Open Polytechnic was not able to transfer learners enrolled in the BBus (accounting major) into the BAcc. They are still phasing out their BBus accounting major. It is for this reason that they do not yet have any degree completions. However, many of their level 7 learners in the BAcc were close to completion at the time that this data was compiled.*

Otago Polytechnic

Enrolments	2024				2025		
	EFTS	Count	SCCR%	Completion	EFTS	Count	Completion
TOTAL	15.40	19	77.24%			17	
Youth		19	92.56%				
Māori							
Pacific	0.8	1	50.00%				
Disabled	9.31	19					
International							

No EFTs data received for 2025

Southern Institute of Technology

Enrolments	2024				2025		
	EFTS	Count	SCCR%	Completion	EFTS	Count	Completion
TOTAL	36.88	72	94.06%	2	49.75	76	3
Youth	19.00	35	95.80%	1	19.38	28	
Māori	0.75	3	100%	1	4.38	8	
Pacific	2.25	3	100%	1	2.88	3	
Disabled	2.00	3	93.75%	1	3.25	5	
International	1.63	3	100%	1	3.00	3	

Toi Ohomai Institute of Technology

Enrolments	2024				2025		
	EFTS	Count	SCCR%	Completion	EFTS	Count	Completion
TOTAL	30.25	39	90.08%	4	47.13	59	
Youth	23.63	30	92.59%		38.75	48	
Māori	8.38	11	89.55%		15.00	18	
Pacific	1.00	1	100.00%		1.00	2	
Disabled	3.88	5	100.00%		4.38	5	
International	12.38	18	84.87%		22.13	32	

Universal College of Learning

Enrolments	2024				2025		
	EFTS	Count	SCCR%	Completion	EFTS	Count	Completion
TOTAL							
Youth	2.50	3	61.11%		4.00	4	
Māori	2.75	4	85.71%		2.75	4	
Pacific	1.50	2	75.00%		2.00	2	
Disabled	1.00	1	100.00%		1.00	1	
International	0.50	1	50.00%		1.00	1	

No total data provided for either year

Unitec Institute of Technology

Enrolments	2024				2025		
	EFTS	Count	SCCR%	Completion	EFTS	Count	Completion
TOTAL	30.00	41	88.75%		21.38	44	
Youth	16.38	20	88.28%		11.13	23	
Māori	3.13	4	64.00%		1.00	2	
Pacific	4.00	4	93.75%		1.50	3	
Disabled	1.00	1	100.00%		1.00	2	
International	10.35	13	92.77%		8.63	17	

Waikato Institute of Technology

Enrolments	2024				2025		
	EFTS	Count	SCCR%	Completion	EFTS	Count	Completion
TOTAL	18.90	27	80.50%	2	14.90	39	
Youth	11.40	16	87.50%		11.00	15	
Māori	6.60	8	75.50%	1	5.60	14	
Pacific	2.00	4	50.00%		1.30	3	
Disabled	3.00	3	71.40%				
International	3.00	4	87.50%		2.00	4	

Western Institute of Technology at Taranaki

Enrolments	2024				2025		
	EFTS	Count	SCCR%	Completion	EFTS	Count	Completion
TOTAL	12.60	24	91.00%	4	15.80	27	
Youth	0.00	12	90.00%	4	10.00	17	
Māori	0.80	2	100.00%	1	0.80	2	
Pacific	0.90	2	43.00%	1	0.00	0	
Disabled	2.30	5	100.00%	1	1.60	4	
International	1.40	5	91.00%	1	6.50	14	

Key Activities

Changes to the programme

<i>Summarise national changes made and rationale</i>
- (Formal change) The 2024 monitoring visit identified inconsistent application of reassessment and resubmission policies across the network as a concern. At the first meeting of the NPC in November 2024, a Type One change was proposed to specify the reassessment criteria for integration into the BAcct and NZDipBus (Level 5) assessment regulations. However, while the common approach was approved for the NZDipBus (Level 5), consensus was not achieved for the BAcct. As the NZ Diploma in Business is embedded in the first year of the degree, a Type One change was approved through Wintec's internal change request process for implementation of the reassessment criteria for the level 5 courses into the assessment regulations for the degree and this came into effect in January 2025. The AB-NPC will review the impact of this for both programmes at its November 2025 meeting. - (National guidance) The use of AI in assessments was a challenge in 2024 and 2025, with kaimahi struggling to develop appropriate alternative assessments or fully integrate AI in teaching. While AI detection tools were trialled, administrative burden and the need for clear guidelines for appropriate AI use were areas for ongoing review. An NPC working group was established in 2025 to develop common approaches and guidance for the BAcct. The working group tabled its recommendation report at the September meeting based on a scan of current approaches, policies, and frameworks from across the network, and on the Chartered Accountants Australia and New Zealand (CA ANZ) AI Fluency Playbook on the use of AI in accounting and finance. The AB-NPC accepted and confirmed the recommendations for implementation. - (National guidance) As each business division delivering the BAcct developed their own assessments, the moderation undertaken by NZABE was considered to be a form of external moderation¹. However, it was clear that a consistent approach would be needed to clarify what was to be moderated (e.g., a single assessment or entire portfolio). This was discussed at length at the AB-NPC and narrowed down to two options which were sent out as a digi-poll. The final decision was that all providers would submit three full portfolios (high, middle, low), for a chosen course. No other formal changes were made to the degree although consideration is being given to enabling award of the degree with merit or distinction which has been discussed at the AB-NPC and will be sent out as a digi-poll in late October.

Moderation

All BAcct courses were delivered for the first time in 2023 and 2024 resulting in a high moderation workload for kaimahi. Business divisions provided updates to the AB-NPC on their internal pre- and post-moderation processes providing assurance that all courses were internally moderated pre- and post-delivery and confirmed assessment quality and consistency. All business divisions used their internal approaches and processes for their internal moderation. Individual BAcct Annual Programme Evaluation Reports for 2024 provided assurance that internal moderation processes were robust; however, the lack of guidance from Te Pūkenga around external moderation was seen as a challenge by many business divisions. The recent AB-NPC decision on external moderation provides the clarity that business divisions

¹ It is noted that Open Polytechnic and Wintec reported additional external moderation with Open Polytechnic using external moderators for all assessments and Wintec collaborating on external moderation with their industry partners.

were looking for and should ensure consistency of external moderation arrangements and process across the delivery sites.

External moderation began in 2024 and was primarily conducted reciprocally between business divisions. NZABE took on the operational role to ensure external moderation submissions were evenly distributed and monitored for completion. The most recent update to the AB-NPC confirmed that all 2025 external moderation had been allocated with a few minor exceptions that were being followed up. All AB-NPC members spoke to the usefulness of the external moderation process which enabled sharing of best practices and informed their own assessment practices and processes.

Programme Reviews

Summarise programme reviews

The BAacct first monitoring visit took place in September 2024 primarily online with a small number of face-to-face sessions at Wintec's city campus. Facilitated by the degree monitor, Dr Howard Davey, and NZQA representative, Nuzhat Sohail, the visit was organised by Wintec and comprised two full days of sessions with kaimahi, ākonga, and external stakeholders and industry partners from across the network. NZQA took a far greater role in this visit than is usual, directing lines of questioning and taking the lead in some sessions. This increased level of scrutiny from NZQA was obvious in the monitoring report which identified inconsistencies in implementation across delivery. The 2024 NZQA monitor report highlighted that the AB-NPC needed to provide greater leadership and clarity in areas such as streamlining course offerings, reducing work replication, external moderation, implementing programme-specific regulations, and setting research goals. The national guidance changes noted in this report were in response to recommendations coming from the 2024 visit; however, most of the recommendations related to staffing, workload, resourcing, and funding for research which are challenging to respond to from a national perspective in a disaggregating organisation. Resourcing, including financial, teaching allocation, and workloads, is managed by individual business divisions primarily focused, in this transitional environment, on financial viability. Resources are largely fixed and constrained, and the AB-NPC has no authority to influence such matters. However, these issues were raised at the NPC for collective discussion to better understand delivery across the network and what support might be available.

The 2025 monitoring visit took place online in August 2025 and resulted in a more focused and collegial discussion. The report spoke to the goodwill shown by kaimahi, ākonga, and industry partners and noted that 'much good work [was] being undertaken'. The monitor acknowledged the disestablishment of Te Pūkenga and the uncertain future where financial viability was being challenged but noted the business divisions' commitment to improve the programme and its delivery. The AB-NPC will review the recommendations and develop an action plan.

The 2025 BAacct monitor report is attached.

Future plans

Following the government's July announcement regarding the return of regional governance to the institutes of technology and polytechnics, the AB-NPC discussed potential future plans regarding the unified programmes. For the BAacct:

- Most members spoke to their intention to continue with the status quo in the short term (at least through 2026) with internal discussions to consider future directions.
- Some members indicated a need to review their legacy business degree programmes before making any decisions on the unified degree but intended to continue with the unified NZDipBus (Level 5).

- A number spoke to long term plans to reincorporate accounting into their legacy business programme (as recommended by the monitor in both 2024 and 2025) or to seek their own approval for the unified programmes.
- Members from business divisions who were continuing under Te Pūkenga or as part of the Federation spoke to uncertainty on what the future status of their organisation or unified programmes would be.

All members indicated a willingness to continue as part of the AB-NPC going forward. Wintec, as the current lead business division and potential future holder of approval for the BAacct, intended to continue with the NPC and discussions would be held with Ara on their future plans for the NZDipBus (Level 5) and the NPC.

Best Practice

Identify collective and delivery site areas of best practice

The AB-NPC has a role to play in identifying and sharing best practices across the network. Following are best practices identified across all delivery sites for key programme aspects:

Ākonga Guidance and Support

1. Proactive support and early intervention
 - BAacct teams used "at-risk" registers and traffic light assessment templates to track ākonga academic progress and engagement, enabling early intervention for ākonga who were not completing courses or showing low engagement.
2. Tailored Support for ākonga Māori and Pacific learners
 - Specialised support for Māori, Pacific, and disabled ākonga showed positive outcomes, with some business divisions achieving 100% success rates for these groups in various areas. This is attributed to culturally appropriate engagement, tailored support (e.g., liaison with cultural support teams, regular check-ins, targeted workshops), and kaimahi training.
3. Work-Integrated Learning and Employability Focus
 - The BAacct includes an industry-based project course that prepared ākonga for work-readiness and often led to employment opportunities. Feedback from industry partners from a number of business divisions noted that their graduates were considered "work-ready" by industry.
 - Business divisions actively engaged with industry, professional bodies (like CA ANZ and CPA Australia), and alumni to inform programme design and provide networking opportunities and guest speakers.

Research

BAacct business divisions shared updates on their research activities with the following good practices identified:

1. Dedicated Leadership and Support
 - MIT appointed an Academic Lead for Research to track outputs and support kaimahi development and all degree-level kaiako are required to have a Research Plan as part of their performance review.
 - EIT research is overseen by the Head of School and the School Research Committee, with senior kaimahi providing mentorship and support with annual research plans. EIT's Research and Innovation Centre also offers professional development workshops.
 - NMIT allocates a Research Professor to mentor kaimahi one-on-one, and its Research & Innovation office supports embedded research management processes, including ethics applications.

- Open Polytechnic's Programme Delivery Manager is committed to reviewing teaching plans to enable kaiako to achieve their research goals, recognising it as a degree requirement. Individual PPR (Performance, Planning, and Review) meetings are used to guide support and encourage staff.
2. Engagement and Collaboration
- Ara actively participates in opportunities to engage with other business departments in the network, such as the OPSITARA² Conference, to share practice and anticipate changes. Research spotlights were introduced to improve clarity and transparency of research activity at the business division level.
 - NMIT encourages researchers to share their work within the school and present externally. Their kaimahi attended international conferences to present papers.
 - SIT had seen an increase in research outputs, with more collaborative research occurring. Their kaimahi were involved in national ITP symposia and one researcher was awarded the SIT Excellence in Research award.
 - UCOL kaimahi actively presented at conferences like the RMIT Accounting Educators' Conference and the Auckland Regional Accounting Conference.
 - Unitec kaimahi successfully organised and hosted the national Auckland Regional Accounting (ARA) conference, contributing by presenting individual and collaborative research, including projects co-authored with ākonga.
 - Wintec partnered with Zuyd University in the Netherlands for an Erasmus+ Mobility scholarship, involving ākonga and researcher exchanges, strengthening research capability through collaboration.
3. Ākonga Involvement in Research:
- EIT initiated "SCRIBE" to provide undergraduate ākonga with opportunities to learn more about research.
 - Toi Ohomai emphasised work-integrated projects, such as the Professional Accounting Project, where ākonga applied theories and research methodologies to solve real business challenges.
 - Unitec kaimahi presented research co-authored with ākonga, promoting accounting research and strengthening industry partnerships.
4. Quality Assurance and Transparency:
- NMIT introduced a data authenticity check in collaboration with the research office, requiring ākonga to keep raw data in a secure cloud for verification. Their Research Output Management System (ROMS) tracks and verifies research outputs.
 - SIT notes that all tenured kaiako teaching on the BAcct are research active, including those studying postgraduate qualifications.
 - Unitec fosters a strong research culture, achieving a 100% research plan submission rate, with active support for research including goal setting, collaboration, mentoring, and research seminars.
5. Applied and Localised Research:
- Many business divisions, like SIT, focused on research conducted in a local context, which provided connections and value to their community and industry.
 - UCOL's research includes applied topics like assurance versus audit reports in New Zealand charities, directly informing the "Auditing and Assurance" course with real-world applications of reporting standards.
- Professional Development

² Otago Polytechnic, Southern Institute of Technology, Ara Institute of Canterbury

1. Strategic alignment and dedicated support

Many business divisions demonstrate a clear commitment to PD by allocating specific leadership roles, like the Academic Lead for Research at MIT and EIT's School Research Committee or providing Research Professors for mentorship at NMIT. This structural support helps to integrate PD into institutional goals and kaimahi performance expectations.

2. Diverse and relevant activities

The range of activities, from formal qualifications to specialised workshops and industry engagement, indicates a holistic approach to kaimahi development. The focus on AI integration, HyFlex delivery, and cultural capability reflects responsiveness to evolving educational and industry landscapes.

3. Research as an integral component

There is a strong emphasis on fostering a research-active teaching team across the network. Initiatives like mandatory research plans, time allowances for research, and support for publications and conference presentations are crucial for maintaining academic currency and informing teaching. While there is still clearly work to be done in this space, business divisions like SIT and Unitec report high percentages of research-active kaimahi.

4. Applied and industry-informed PD

Engagement with professional bodies and industry through conferences, advisory groups, and guest speakers directly informs curriculum relevance and ensures kaimahi remain current with professional practice. This is critical for BAcct to produce work-ready graduates.

5. Focus on ākonga outcomes

Many PD activities are explicitly linked to improving ākonga success, whether through enhanced teaching methodologies, better support for priority ākonga (Māori, Pacific, disabled), or more relevant course content.

Opportunities for Improvement

Identify challenges, risks, areas needing review or actioning

Programme Design and Delivery**1. Ākonga Satisfaction and Feedback Mechanisms**

- Despite generally positive comments, overall ākonga satisfaction was lower than other business programmes at some business divisions and had even declined in some areas. This suggested unmet expectations or other contributing factors beyond teaching quality.
- Low participation in ākonga surveys remained a challenge, limiting comprehensive feedback and making it difficult to identify themes for action.
- Specific feedback from ākonga included a desire for more interactive learning, practical problem-solving in class, and enhanced employability opportunities (upskilling, volunteering).

2. Equitable Achievement for Priority Groups

- While overall success rates were strong across the network, Māori and Pacific still experienced disparity in success rates at some business divisions. For example, one business division saw a significant 24.05% decrease in ākonga Māori success rates, and another noted a sharp decline in Pacific successful course completion.
- Business divisions reported a need for more culturally responsive teaching practices and a more consistent integration of mātauranga Māori and Pacific content throughout the programme, beyond standalone courses.

Governance and Maintenance

1. Workload Pressures

- Kaimahi often face heavy teaching workloads and limited time for research, impacting research output and professional development. Ongoing viability mahi in the second half of 2024 and into 2025 led to significant staffing challenges at some business divisions. Ongoing uncertainty caused by the disestablishment also caused increased kaimahi turnover thereby creating challenges for consistent support for ākongā.
- The heavy workload on kaiako, particularly due to the development and rollout of new courses, constant assessment revisions, and preparation of new examinations, put strain on teams and impacted research output. There was a perceived lack of recognition from individual business divisions for the additional work required for new course development.

2. Consistency Across Network

- The NZQA monitor report highlighted a lack of consistent implementation of program-specific regulations and moderation arrangements across different delivery sites. As the network is unwound, inconsistency will continue to be an issue.
- Business divisions operated primarily under Te Kawa Maiororo, Te Pūkenga academic regulatory framework, and their own institutional policies and procedures, with management ensuring compliance with academic regulations and legislative requirements. Te Pūkenga ceased any mahi on unified regulation and policy upon confirmation of disestablishment. The lack of a unified regulatory framework beyond Te Kawa Maiororo, increased the opportunities for inconsistency across the network.

3. Impact of Te Pūkenga Disestablishment

- The ongoing uncertainty surrounding the disestablishment of Te Pūkenga affects kaimahi morale, resource distribution, and long-term planning for unified programmes, leading to slower decision-making and a return to individual institutional approaches. This will continue to challenge the maintenance of consistency and efficiency across the network.

4. Resource Gaps

- Some smaller business divisions may have less balanced staffing and resources, leading to increased pressure on their kaiako.

Appendices

Appendix 1: AB-NPC Action Plan

Appendix 2: 2025 Bachelor of Accounting Monitor Report
(Available on request by emailing governance@tepukenga.ac.nz)

Appendix 1: AB-NPC Action Plan

Report Title Actions Arising Schedule – AB-NPC				
Date 2024 - 2025 Consolidated Actions				
Items	Meeting Date	Responsibility	Action/Update	Update
Actions Arising from Meeting of 18 September 2025				
Actions arising from the meeting of 18 September related to action items from the August meeting. Updates made to the relevant August action items.				
Actions Arising from Meeting of 14 August 2025				
3.0 Proposed Change to the Bachelor of Accounting; 3.1 Change to the Transfer of Credit Regulation	14/8/2025 Update 18/09/2025	AB-NPC working group	Proposal: To allow RPL for ACCY7104 Professional Accounting Project (the only BAcct course that does not allow RPL): A working group comprised of BAcct representatives from Open Polytechnic, Unitec, Otago Polytechnic, and EIT to meet to discuss the RPL proposal in more depth alongside the development mapping document and bring a proposed outcome back to the next AB-NPC meeting.	<i>Per email received from EIT (put forward the proposal), organisational guidance to defer this proposal to 2026. Item closed. New action to be added when/if raised in 2026</i>
3.0 Proposed Change to the Bachelor of Accounting; 3.2 Change to Enable Award with Distinction	14/8/2025	Secretary	1. Secretary to contact NZQA on whether the NZDipBus (L5) could be awarded with merit or distinction.	<i>22/8/2025: Emailed NZQA contact – response received that would discuss with colleagues; pending outcome. Completed – confirmed with Ako Excellence Director that NZDipBus could be awarded with merit or distinction</i>
	14/8/2025	Secretary AB-NPC BAcct members	2. Subject to the response from NZQA, Secretary to seek input from members on the proposal and the parameters of the proposal to inform a digi-poll.	<i>Completed – confirmed</i>
	14/8/2025 Update 18/9/2025	Secretary	3. Secretary to send out the digi-poll for BAcct members to vote on.	
4.0 Unified Programme Annual Reporting to Te Poari Akoranga	14/8/2025 Update 2/10/2025	Ara Co-Chair Ara Quality Representative	Ara to develop a reporting mechanism for business divisions to submit their information for the report and share with Wintec for consistent reporting.	<i>Completed</i>

Items	Meeting Date	Responsibility	Action/Update	Update
	14/8/2025 Update 2/10/2025	Ara Quality Representative	Ara to send the reporting mechanism out to AB-NPC NZDipBus (L5) representatives.	<i>Completed</i>
	14/8/2025	AB-NPC members	AB-NPC members to provide the requested data and information by the designated deadline.	
	14/8/2025 Update 2/10/2025	Ara Quality Representative Wintec Quality Representative	Reports to be finalised and tabled at the October meeting.	<i>On the agenda for 23 October 2025</i>
Actions Arising from Meeting of 17 July 2025				
2.0 Minutes of Previous Meeting: Actions Arising	17/7/2025	Secretary	Secretary to send a digi-poll out to NPC members on the options for a consistent external moderation submission package.	<i>Poll sent 7 August. Deadline: 15 August. COMPLETED: Outcome sent to members on 2 September. Decision: External moderation for the BAcct and NZDipBus (L5) to be undertaken on the whole course portfolio with submissions to include three samples (one each high, middle, and low) for each component within the course portfolio. This decision does not preclude the submission of a single student portfolio where the components within the student's portfolio are all high or all middle or all low.</i>
3.0 Industry engagement and guidelines	17/7/2025	Secretary	As a result of discussion on industry engagement across the network, two change items were identified for inclusion in a future agenda: 1. RPL for the Professional Accounting Project The future of the NZDipBus (L5)	<i>Completed: Both items included in the agenda for 14 August 2025.</i>
Actions Arising from Meeting of 12 June 2025				
3.0 Moderation	12/6/2025	NZABE	NZABE to come up with external moderation guidelines to ensure consistency in external moderation process and submissions so that all business divisions were submitting and receiving similar course material packs and following a	<i>Completed: Refer new action item arising from 17 July 2025 meeting.</i>

Items	Meeting Date	Responsibility	Action/Update	Update
			similar moderation process; NPC to review and confirm the process once developed	
4.0 Industry	12/6/2025	Secretary	Secretary to add the 12 June agenda item on Industry engagement and guidelines to the 17 July NPC meeting agenda.	<i>Completed</i>
5.0 Bachelor of Accounting Monitoring Visit Schedule	12/6/2025	Secretary	Secretary to amend the agenda as discussed and send it to the monitor for confirmation.	<i>Completed; agenda confirmed</i>
	12/6/2025	Secretary	Secretary to put the question of CPA Australia and CA ANZ attendance to the monitor.	<i>Completed; monitor agreed that session with CPA and CA ANZ was not needed</i>
	12/6/2025	Secretary	Once agenda confirmed, Secretary to send out Attendance form to all Accounting business divisions	<i>Completed; attendee list with all business divisions – due date Friday, 18 July.</i>
	12/6/2025	AB-NPC Accounting Members	Submit attendees list to Secretary by Friday 18 July 2025.	<i>Completed</i>
Actions Arising from Meeting of 15 May 2025				
4.0 BAcct Monitoring: Action Plan	15/5/2025	Secretary	Summarise the feedback received from business divisions on each of the recommendations from the 2024 Monitor visit into a consolidated action plan and circulate to AB-NPC Accounting members for confirmation.	<i>Completed 20 May 2025: Feedback received from most business divisions and consolidated into a single action plan</i>
5.0 Monitoring Agenda and documents for 2025	15/5/2025	Secretary	1. Draft an agenda for the 2025 monitoring visit for AB-NPC review and confirmation.	<i>Completed; in agenda for 12 June meeting</i>
	15/5/2025	Secretary	2. Add a sheet to the BAcct Monitoring Action Plan for business division information on support services and send to AB-NPC members.	<i>Completed and emailed 22 May 2025</i>
	15/5/2025	AB-NPC Accounting members	3. Provide information on their business division support services and learner feedback mechanisms to inform a consolidated report for the network. Deadline end June.	<i>Completed; consolidated report provided to monitor.</i>
	15/5/2025	Secretary	4. Draft consolidated support services and learner feedback reports for the Accounting monitoring package.	<i>Completed; consolidated report provided to monitor.</i>
Actions Arising from Meeting of 10 April 2025				
2.0 Minutes of Previous Meeting	10/4/2025	Secretary	1. Secretary to reach out to Te Pūkenga Ako Excellence Director for an initial discussion on the possibility of Te	<i>Completed 16 May 2025: Discussion with Ako Excellence Director confirmed the</i>

Items	Meeting Date	Responsibility	Action/Update	Update
			Pūkenga resourcing for the Accounting Academic and Research Lead role in light of a lack of resource at individual business divisions.	<i>lack of centralised funding for an Accounting Academic and Research Lead. No further action to be taken centrally.</i>
3.0 BAcct Monitoring: Action Plan	10/4/2025	Secretary	1. Secretary to set up the May meeting of the AB-NPC as an Accounting only meeting.	<i>Completed 9 May 2025: AB-NPC members notified.</i>
	10/4/2025	Secretary	2. Secretary to set up a BAcct Monitoring Recommendations spreadsheet in the Teams site and share it with Accounting members for feedback to inform the May NPC meeting	<i>Completed 10 April: AB-NPC members notified.</i>
	10/4/2025	NPC Members	3. Accounting members to engage with the shared spreadsheet to provide feedback on the BAcct Monitoring Recommendations prior to the May meeting.	<i>Completed 9 May: On agenda for special meeting on 15 May</i>
5.0 Annual Programme Evaluation Reports	10/4/2025	Secretary	1. Secretary to set up a folder on the Teams site for APERs.	<i>Completed 10 April: AB-NPC members notified.</i>
	10/4/2025	NPC Members	2. AB-NPC members to upload their APERs to the Teams site link by end May 2025.	<i>Completed</i>
6.0 Working Group: Generative AI	10/4/2025	Secretary	1. Secretary to provide a link to the team site for members' AI documentation.	<i>Completed 10 April; AB-NPC members notified.</i>
	10/4/2025	NPC Members	2. Committee members to upload their AI policies, procedures, and other AI material to the provided link.	<i>Completed</i>
6.0 Working Group: Generative AI	10/4/2025	Gen AI Working Group	3. Generative Working Group to review delivery site AI documentation for consistency, develop a baseline position for AI use in the unified programmes based on review of the delivery sites' documentation, and submit a written AI consistency assurance report to AB-NPC.	<i>Completed – AB-NPC accepted the recommendations of the working group at the 18 September meeting.</i>
Actions Arising from Meeting of 13 February 2025				
4.0 Accounting Academic Lead Expressions of Interest	13/2/2025	Co-Chairs	2. Re-scope the position description for the Accounting Academic Lead to incorporate research oversight.	<i>Completed</i>
	13/2/2025	Secretary	3. Draft an EOI and circulate to AB-NPC BAcct members with the updated position description and an application timeframe.	<i>10/4 update: Completed. No local resource. No funding from central TP. Keep role on membership but unlikely to be filled. Emailed draft to co-chairs 26 Feb 25</i>

Items	Meeting Date	Responsibility	Action/Update	Update
				<i>Emailed AB-NPC 26 Feb/due 12 March Re-emailed AB-NPC 19 Mar/due 28 Mar No response. Refer item 2.0 on 10/4 agenda.</i>
5.0 Working Group: BAcct Monitoring for 2025	13/2/2025	Secretary	4. Email the BAcct Monitoring Working Group ToRs to BAcct members requesting membership with a response timeframe.	<i>Completed. BAcct Special Meeting on 15 May. Emailed 26 Feb; due 12 March Re-emailed AB-NPC 19 Mar/due 28 Mar One response received (Jaco Pieterse). Committee to consider next steps. Refer item 3.0 on 10 April agenda.</i>
	13/2/2025	Secretary	5. Send a digital poll to BAcct members to get agreement on the proposed timeframe for the 2025 monitoring visit.	<i>Completed; all responses received by 26/2. Monitor dates confirmed for 11-12 August.</i>
7.0 Annual Programme Evaluation Reports (APERs)	13/2/2025	Secretary	3. The secretary to develop a terms of reference document for the APER Working Group to be discussed and confirmed at a future AB-NPC meeting.	<i>To be stood up to review consolidated report. Varying due dates for BDs, bring ToRs for May meeting. Analysis to inform monitoring for BAcct. Refer item 5.0 on 10 April agenda for updates.</i>
8.0 Working Group: Common Courses Review <i>To be reframed as Change Request WG</i>	13/2/2025	Co-Chairs Secretary	4. Clarify the scope and purpose of the common course review working group.	<i>Completed WG to be reframed for change request process discussion and to determine if working group needed. Refer item 4.0 on 10 April agenda.</i>
	13/2/2025	Secretary	5. Email the AB-NPC members regarding interest in contributing to a consolidated consultation response to Ringa Hora with a response timeframe.	<i>Completed. Following NZABE discussion; decision made that individual submissions would be made rather than a collective response. 26 Feb 2025</i>
9.0 Working Group: Generative AI Working Group	13/2/2025	Gen AI Working Group	1. Develop and bring a working group scoping document back to the AB-NPC meeting on 10 April 2025 for AB-NPC approval.	<i>Completed Due: 4 April Emailed 26 Feb 25 Working groups stood up. Refer item 6.0 on 10 April agenda for progress update.</i>

Items	Meeting Date	Responsibility	Action/Update	Update
Actions Arising from Meeting of 7 November 2024				
4.0 AB-NPC Meeting Schedule and Workplan for 2025	7/11/2024	Secretary	1. Remove 5 December 2024 meeting from the workplan.	Completed – updated schedule in agenda for 13 February 2025
		Secretary	2. Move the first meeting to early February and adjust the following dates accordingly.	Completed – updated schedule in agenda for 13 February 2025
		Secretary	3. Set up working group tables in the AB-NPC Teams Channel and advise members to review and join, noting those preferences expressed in the meeting.	Completed. Members emailed 28 November 2024. Working Groups on agenda for 13 February 2025 to confirm.
5.0 Assessment Regulations for Unified Programmes	7/11/2024	Secretary	4. Draft a memo explaining the context and expectations around network wide implementation of the unified assessment regulations for the unified programmes once endorsed by the AB-NPC and approved by the lead institution for Accounting (Wintec) and NZDB L5 (Ara).	Completed.
		Secretary	5. Circulate the memo to AB-NPC members to vote on via email.	Completed. Emails sent 13 November, vote closing 19 November. Outcomes confirmed. Update on outcomes included in agenda for 13 February 2025.

Te Poari Akoranga Meeting

6. Resolution to exclude the public

It will be moved by the meeting 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 NZIST is subject to Part 7 of the LGOIMA) 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	
7.1	Minutes of the closed portion of Te Poari Akoranga 11 September 2025	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA Section 9(2)(h) OIA
7.2	Actions	Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
8.	Academic risk monitoring	Section 9(2)(g)(ii) OIA Section 9(2)(h) OIA Section 9(2)(i) OIA
9.	Report from closed portion of Te Ohu Whakahaere Approvals meetings	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
10.	Closed Local Academic Committee reports	
10.1	Southern Institute of Technology – January, February, March, April, June, July, August, September and October 2025	Section 9(2)(a) OIA Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
11.	Te Tiaki i ngā Tikanga Matatika Rangahau i roto i ngā Wāhanga Pakihi o Te Pūkenga Overseeing research across Te Pūkenga business divisions	Section 9(2)(g)(ii) OIA

Item	General subject of each matter to be considered	Section(s)
12.	2026 Terms of reference and sub-delegations	Section 9(2)(a) OIA Section 9(2)(g)(ii) OIA
13.	Te Poari Akoranga 2025 self-assessment	Section 9(2)(g)(ii) OIA
14.	Any other closed business	Section 9(2)(a) OIA Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(h) OIA Section 9(2)(i) OIA

The meeting Chair will also move that certain employees from NZIST, namely Jamie Smiler, be permitted to remain at the meeting, after the public has been excluded because of their specific knowledge in relation to the above items. This knowledge, which will be of assistance in relation to the matters above to be discussed, is relevant to those matters because they have assisted in the progression of such matters.

Interests

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