

Te Poari Akoranga

MINUTES

17 February 2021 from 10 am – 2 pm, via Zoom

(Note: changed to online via Zoom due to COVID-19 alert level change)

WELCOME AND ATTENDANCE

Karakia timatanga

Chair welcomed everyone to the online meeting held via Zoom. Special welcome to Dr Shane Edwards who has been appointed as an interim member and co-chair of Te Poari Akoranga, and to the guests in attendance at this meeting.

Whanaungatanga

Present

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

In Attendance

Phil Alexander-Crawford (Te Pae Tawhiti Internal Integration & QA Lead, Te Pūkenga), Fionna Moyer (Quality and Academic Advisor, Te Pūkenga), Julie Thorburn (Capability Lead – Product Development, Te Pūkenga), Kirsty Owen (Project Coordinator, Te Pūkenga), Shelley Wilson (Executive Dean – Learner Success, Wintec), Kelly Hynes (Minute taker).

Apologies

Neil Carroll, Luana Te Hira

1. Minutes of the Previous Meeting

1.1 Scheduled Meeting

Scheduled Meeting – 9 December 2020

1.2 Resolution

Moved by Deborah Young, seconded by Greg Durkin

Te Poari Akoranga resolved that the minutes of Te Poari Akoranga meeting held on 9 December 2020 were approved as a true and accurate record.

Matters Arising – Previous Action Items

	Detail	Owner	Status
0720-1	Confirm timeline for the Regulating for Excellence project <i>Phil Ker and Te Urikore Biddle are working on Te Pūkenga Academic Regulations. Final draft of Academic Regulations expected for end of March. Fionna Moyer and Kirsty Owen have commenced work on the policies and processes relating to the Academic Regulations.</i>	AB	Complete
0720-3	Determine principles and framework for an audit/stock take of current subsidiary and ITO programmes <i>Work has begun on a stocktake and transition plan as part of the Product Development and Communities of Practice workstream. Data from NZQA being collated and will be</i>	All	Complete – Product Development workstream



	Detail	Owner	Status
	<i>distributed to check for currency.</i>		
0820-2	Communications to CEs, Academic Managers and Subsidiary Academic Committees to establish interim staff and learner voice <i>Planning for interim forums starting in 2021 and how to ensure a strong Māori voice from the subsidiaries.</i>	KH/AB	In progress
0920-2	ITO Learner nominations – Interim staff and student voice. <i>ITOs are transitioning at different rates. Currently no mechanism for exploring what representation could look like. Suggestion from ITO members to put on hold and pick up when Transitional ITOs are part of Te Pūkenga.</i>	LG/GD	On hold
0920-6	Accountancy pilot for common programme <i>Representatives were put forward from ITPs to support a collaborative approach. Meetings have started.</i>	SS/AB	Complete – Product Development workstream
1220-1	Relevant people to be invited to a future meeting to discuss collaboration between Te Pūkenga and WDCs.	AB	Later in 2021
1220-2	Te Reo Māori translations in Poari Akoranga Terms of Reference to be checked with Whireia te reo Māori experts.	JG	Complete
1220-2	Draft Poari Akoranga Terms of Reference to be revised. Previous draft and revised draft to be shared. <i>Agenda item for the February meeting.</i>	DY/JG/ PA- C/AB	Complete

2. December Academic Report to Te Pūkenga February Council Meeting

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

- Te Poari Akoranga Terms of Reference expected to be submitted to Te Poari Akoranga in February and Council in March,
- Te Pūkenga academic regulations (Ngā tikanga akoranga-a-motu) expected to be completed by 31 March 2021 and a detailed workplan is being prepared for the associated academic policy and process development,
- Te Poari Akoranga endorsement of the 2020-2022 delivery and academic portfolio work plan and associated 2021 Te Poari Akoranga forward work plan, planning underway for three Q1 workstreams: (1) Quality Assurance approach and Quality Management System; (2) Ako (Teaching and Learning) Directions for Te Pūkenga, including capability development needs; and (3) Product Development Excellence Framework, and that
- Work is underway to clarify the interim role of existing academic committees (Komiti akoranga-a-rohe) as Poari Akoranga extends.

3. Draft Poari Akoranga Terms of Reference

Revised draft Te Poari Akoranga Terms of Reference tabled. Acknowledgement of the depth of thought and input by members into this important document.

Discussion and feedback included:

- Fix to punctuation page 1 – missing comma, and grammar fix page 4
- Updating Tikanga section to emphasise governance focus
- Amendments to wording in Mematanga section
- Consider broadening term work-based learning to include work-integrated learning
- Addition of work-based learning in Whakaingoatia specialist criteria section
- Include more explicitly that members for sub-committees will be drawn from across the network (noted that the sub-committee Terms of Reference will include this)



- Te Poari Akoranga Terms of Reference review date proposed for 2022, for review once the operating model and frameworks are confirmed.

Action: Te Poari Akoranga Terms of Reference to be amended further to feedback from this meeting and recirculated for email voting for endorsement from Te Poari Akoranga, with expected submission for March Te Pūkenga Council meeting (AB).

4. Project brief – Regulating for Excellence (development of key academic regulations, policies, processes, and key forms)

Fionna Moyer and Kirsty Owen presented and sought feedback from Te Poari Akoranga on the plan for unifying policies, procedures and key forms that will support the Te Pūkenga Academic Regulations (under development). Feedback and discussion included:

- IRSA (Identify, Review, Share, Apply), a Knowledge Management approach will be used, to sprint toward a set of commonly used documents that support the new Stature across network partners
- Interdependencies across the various academic and delivery workstreams
- Suggested informing and/or training as part of implementation phase will be needed (for staff and learners)
- Communication will be key throughout this project
- Involvement of champions from all subsidiaries and including genuine opportunities for input from across the network
- Consultation with external accreditation bodies to be included
- Inclusion of the opportunity to provide real time feedback during the Share stage of the process
- Ensure Māori voice heard
- Application of Te Pae Tawhiti framework
- Te Poari Akoranga supportive of utilising Academic Regulations steering and reference groups for this workstream

Action: To provide a monthly update to Te Poari Akoranga on the Regulating for Excellence workstream (KO/FM).

5. Project brief – Ako Learning and Teaching Directions – Project plan (scope, process, timeline)

Oonagh McGirr and Angela Beaton led a brainstorming session to gather ideas and feedback from Te Poari Akoranga to inform the Ako Learning and Teaching Directions project approach. Discussion points included:

- What are the key terms (in the Academic and Delivery space) that need to be defined for the Te Pūkenga Ako Teaching and Learning Directions?
- What might be the key principles that should be adopted to guide Ako Teaching and Learning Directions?
- What potential modes of delivery should be included (with seamless transition between for learners)?
- What are the key pedagogical approaches needed under each mode to apply into practice?

The importance of a wide range of engagement throughout the project was emphasised.



Proposed next steps for this workstream were outlined:

- Collate and theme data
- Use the data to inform the project brief, project plan and engagement plan
- Share findings and plan next steps

Action: To provide a monthly update to Te Poari Akoranga on the Ako Learning and Teaching Directions workstream (OM/AB).

6. Workstream overview – Product Development and Communities of Practice

Julie Thorburn and Angela Beaton presented a Product Development and Communities of Practice workstream update and discussion. Feedback was sought from Poari Akoranga to help inform project briefs, project plans and engagement plans.

Four key product development outputs outlined: Product Development Excellence Framework, Stocktake and Transition Plan, link to Capability Development, and Workplan for Pilots.

Feedback sought from Te Poari Akoranga to gather data to inform the Product Development approach and provision, including:

- What does good development look like?
- What does good delivery look like?
- What components should the Product Development Excellence Framework include?

Stocktake of current provision across Te Pūkenga being carried out.

Consideration of capability needs alongside development and delivery frameworks being included, working with Te Pūkenga People and Culture in this planning.

Workplan development plans being developed for Wave 1, which includes accounting, social work, and animal care programmes.

Communities of practice output outlined: Communities of Practice are designed and applied across the network.

A range of forums will be required to fulfil these functions. Feedback sought from Te Poari Akoranga:

- What might be the various functions and forums required?

Action: To provide a monthly update to Te Poari Akoranga on the Product Development and Communities of Practice workstreams (JT/KO/AB).

7. General Business

Phil Alexander-Crawford provided an update on Te Pae Tawhiti subsidiary reports and the Operating Model design mahi.

Each subsidiary completed reports, submitted end 2020. Acknowledgement of the cooperation from subsidiaries and the level of work that was put into the reports. The reports provide details on current Te Tiriti / Māori relationships using the self-reflective questions, and future direction and actions. Reports are being analysed using a Kaupapa Māori approach. Subsidiaries have requested more guidance in a range of areas and for examples of best practice. Individual reports for each subsidiary are being prepared, as well as an overall/themes report.

It was recommended that Te Poari Akoranga to review the Te Pae Tawhiti framework and provide



feedback as a group following the application of the framework as a self-reflective tool, with a view to incorporating Te Pae Tawhiti into future external evaluative review processes with NZQA.

Operating Model co-design processes are underway. There is a very diverse co-design group, who have started to wānanga and will provide thought leadership over the next 3 months. Input will be sought from subsidiaries and reference groups, including Poari Akoranga.

Action: Operating Model – future agenda item (PA-C). Te Pae Tawhiti overall/themes report – future agenda item (PA-C).

8. Information to include in the February Poari Akoranga Pānui

Key points for inclusion in Te Poari Akoranga February Pānui noted: Summary of the main workstreams underway for quarter 1, acknowledging the collaborative efforts and gains to date, and introducing Dr Shane Edwards as co-chair of Te Poari Akoranga.

CLOSE AND NEXT MEETING

March meeting – 10 March 2021, Nelson, NMIT

Karakia mutunga

Actions from this meeting

	Detail	Owner	Due Date
0221-3	Te Poari Akoranga Terms of Reference to be amended further to feedback from this meeting and recirculated for email voting for endorsement from Te Poari Akoranga, before submission to Te Pūkenga Council.	AB	March Council meeting
0221-4	To provide a monthly update to Te Poari Akoranga on the Regulating for Excellence workstream.	KO/FM	From March meeting
0221-5	To provide a monthly update to Te Poari Akoranga on the Ako Learning and Teaching Directions workstream.	OM/AB	From March meeting
0221-6	To provide a monthly update to Te Poari Akoranga on the Product Development and Communities of Practice workstream.	JT/KO/AB	From March meeting
0221-7	Operating Model – future agenda item.	PA-C	March meeting
0221-8	Te Pae Tawhiti overall/themes report – future agenda item.	PA-C	April meeting

