

Minutes for Te Ohu Whakahaere Academic Quality - 7 March 2024

07/03/2024 | 09:00 AM - Auckland, Wellington New Zealand Standard Time

Attendees (6)

Deborah Young; Annemarie Gillies; Caroline Terpstra; Fiona Campbell; Joan Taylor; Sue Roberts

In attendance:

Louise Courtney (Governance Advisor, minutes)

Agenda

Karakia tīmatanga

The hui | meeting opened with karakia lead by F. Moyer at 9:02am.

Administration

Apologies were received from C. Haggerty, G. Durkin, G. Lapsley and M. Saifoloi for absence.

Te ohu whakahaere membership 2024

The ohu whakahaere noted the membership.

Minutes of previous meeting - 8 November 2023

RESOLVED: (D. Young / J. Taylor)

THAT Te Ohu Whakahaere Academic Quality approve, as a true and accurate record, the minutes of the Te Ohu Whakahaere Academic Quality held 8 November 2023.

CARRIED

Action List

Action items that can now be closed:

- Actions related to the ohu workplan.
- Adding Reporting from Te Poari Akoranga as a regular item on the ohu agenda.

Action items that are on-going:

- 1907-6 - The template for an approval process will be brought back to a future meeting to assess how the process can align to the decentralisation of vocational education.
- 1204-7 - Entry Requirements project document to be added to the April 2024 meeting to discuss next steps.

ACTION: 1204-7 Entry Requirements project document. Has been completed but hasn't gone through any process. Add to the Ohu's April 2024 meeting to discuss next steps. (Assignee(s): Fionna Moyer; Due Date: 03/04/2024)

ACTION: Template for approval process: Bring back to future meeting. Assess what can be taken forward, possibly align processes. (Assignee(s): co-chairs; Due Date: 08/05/2024)

Register of Interests

The Register of Interests was noted.

Workplan 2024

The Chair noted the workplan would need to be updated as the year progressed.

RESOLVED: (F. Moyer / F. Campbell)

THAT Te Ohu Whakahaere Academic Quality approve the Te Ohu Whakahaere Academic Workplan for 2024, noting that will require updating as the year progresses and subject to editorial changes.

CARRIED

ACTION: Add working groups update and other projects to workplan. (Assignee(s): Governance Advisor; Due Date: 03/04/2024)

Terms of Reference review 2024

The Chair noted that the terms of reference (ToRs) for Te Poari Akoranga have been updated to align with Minister's Letter of Expectations, and so all the Ohu Whakahaere ToRs were being reviewed as well.

The following updates to the ToRs were requested by the Ohu:

- 2. Ngā Tikanga | Purpose / Scope
 - (b) amend the sentence to include: ...relating to delivery, learning and learners...
“To ensure quality improvement by overseeing and monitoring the consistent application of the quality assurance system, including developing and recommending to Te Poari Akoranga approval of policies *relating to delivery, learning and learners* and operating procedures.”
 - Replace *developing* with *reviewing*.
- 4. Membership
 - i) Change to *Ako Excellence Director*
 - ii) It was clarified that Kaiārahi | Director Māori roles still existed within business divisions and that retaining the role was still relevant.
 - v) Remove Learner membership requirement. The Ohu noted that it had been difficult to fill this role.

RESOLVED: (F. Moyer / C. Terpstra)

THAT Te Ohu Whakahaere Academic Quality:

a. Review the proposed changes to 'Te Ohu Whakahaere Academic Quality Terms of Reference 2024' and provide feedback on these; and

b. Recommend to Te Poari Akoranga:

i) to approve the revised 'Te Ohu Whakahaere Academic Quality Terms of Reference' subject to inclusion of any feedback provided.

ii) that members whose terms are due to finish in April and May 2024 are extended for another to April and May 2025 respectively, namely Deborah Young, Fionna Moyer, Greg Durkin, Carmel Haggerty, Gianetta Lapsley, Caroline Terpstra and Joan Taylor.

CARRIED

Memo to Te Ohu Whakahaere Academic Quality - Te Pūkenga Moderation

The Kaikōkiri - Director Academic Quality noted that the moderation document would require amendment to align with the Minister's Letter of Expectations.

The Ohu queried what feedback had been received from the organisation. While there had been no specific feedback, staff monitoring the online resources advised that the resources had been accessed.

RESOLVED: (F. Moyer / D. Young)

THAT Te Ohu Whakahaere Academic Quality:

a. Approves the Te Pūkenga Moderation: 'Which resources do you need?' subject to minor amendments.

b. Notes that this accompanies the Moderation transition and Implementation resources approved by Te Ohu Whakahaere Academic Quality at its hui of 8 November 2023.

CARRIED

ACTION: Add review of Te Pūkenga Moderation resources to June/July agenda. (Assignee(s): co-chairs, Governance Advisor; Due Date: 10/07/2024)

ACTION: Re: Te Pūkenga Moderation resources, send reminder from Ohu to the network for feedback for review at the Ohu's July 2024 hui. (Assignee(s): Te Ohu; Due Date: 05/06/2024)

ACTION: F. Moyer to follow up adding feedback link to resources in order to better track use/impact of resources. (Assignee(s): Fionna Moyer; Due Date: 03/04/2024)

Te Kawa Maiorooro

The Kaikōkiri - Director Academic Quality outlined the changes to align with the Minister's Letter of Expectations as well as other changes that were identified in the process.

RESOLVED: *(F. Moyer / D. Young)*

THAT Te Ohu Whakahaere Academic Quality receive the report title 'Te Kawa Maiorooro Update'.

CARRIED

Te Ohu Whakahaere Quality Self-Assessment 2023

The Chair noted the amount of work achieved over the year and that thought would need to be given how on how well the Continuous Quality Improvement could be transitioned to the business divisions as Te Pūkenga is disestablished.

RESOLVED:

THAT Te Ohu Whakahaere Academic Quality receive the Te Ohu Whakahaere Quality 2023 Annual Report.

CARRIED

Next meeting

10am, Wednesday 3 April 2024.

Karakia whakakapi

Meeting closed at 10:01am.