

Minutes for Te Poari Akoranga | Academic Board 1 March 2024 hui

01/03/2024 | 09:30 AM - Auckland, Wellington New Zealand Standard Time

Online via Microsoft Teams

Attendees (7)

Deborah Young (chair); Kieran Hewitson; Fionna Moyer; Glynnis Brook; Paora Ammunson; Henry Geary; Tagaloatele Peggy Fairbairn-Dunlop

In attendance:

Warwick Pitts, delegate for Andrew McSweeney (Director Learner Strategy and Experience LJE), Louise Courtney (Governance Advisor, minutes)

Karakia tīmatanga

The hui opened with karakia lead by D. Young at 9:35am.

1. Welcome and apologies

The chair welcomed new members to Te Poari Akoranga.

Apologies received and accepted from G. Gilmore, and D. Lithgow for absence.

2. Administration

2.1 Te Poari Akoranga membership and meeting schedule calendar 2024

Te Poari Akoranga noted that members under the new terms of reference were still being confirmed and highlighted the need for Pacifica and Work Based Learning representation which would be addressed through co-option.

2.2 Register of Interests Te Poari Akoranga 2024

Interests raised by members were updated on the Register of Interests:

- P. Ammunson, a member of Ako Aotearoa.
- K. Hewitson, chair of the Eastern Institute of Technology's Academic Committee.
- G. Brook, chair of the Ara Institute of Canterbury's Academic Committee.

ACTION: Update Register of Delegations based on information provided by members. (Assignee(s): Louise Courtney; Due Date: 28/03/2024)

2.3 Delegations from Te Pūkenga Council to Te Poari Akoranga

The delegations from Te Pūkenga Council to Te Poari Akoranga were noted.

2.4 Open minutes of hui 22 November 2023.

Te Poari Akoranga discussed whether the workplan included Education Review recommendations and noted that while that it did not, conversations were ongoing with respect to expectations from the New Zealand Qualifications Authority (NZQA).

T.P. Fairbairn-Dunlop joined the hui at 9:56am.

There was discussion related to providing assurance to Te Pūkenga Council that the organisation continues with business as usual. Te Poari Akoranga noted that especially with the upcoming transition out of a central organisation, workplans needed to continue to provide assurance that compliance and statutory work was being adhered to, from ngā ohu whakahaere to Te Poari, and that in order to align to the Minister's Letter of Expectations, the academic committees, or equivalent for Work Based Learning organisations (WBL), would be providing reports to Te Poari.

RESOLVED (K. Hewitson / G. Brook)

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

CARRIED

ACTION: *Follow up how WBLs are going to provide assurance to Te Poari in relation to academic quality.*

(Assignee(s): Deborah Young; Due Date: 28/03/2024)

3. 2024 Workplan

RESOLVED (P. Ammunson / H. Geary)

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

CARRIED

4. Ngā Ohu Whakahaere o Te Poari Akoranga

4.1 Te Ohu Whakahaere Academic Quality

4.1.1 Te Kawa Maiororo Update

The co-chair advised that the framework had already been approved by Te Poari Akoranga and this update was for minor changes since the approval and to align to new direction of Te Pūkenga.

RESOLVED (G. Brook / K. Hewitson)

THAT Te Poari Akoranga:

- a. *Receive the report titled 'Update on Te Kawa Maiororo 2024', table of amendments made to Te Kawa Maiororo for 2024, and published Te Kawa Maiororo 2024, V24.03.*

b. Endorse the changes made to Te Kawa Maiorooro V24.03 approved under delegation by Deborah Young, Co-Chair, Te Ohu Whakahaere Quality.

CARRIED

4.2 Te Ohu Whakahaere Ako

RESOLVED (K. Hewitson / D. Young)

THAT Te Poari Akoranga:

a. Receive the report titled 'Te Ohu Whakahaere Ako hui - open' and

b. Note that Te Ohu Whakahaere Ako received a resignation from M. Alsford, co-chair of Te Ohu Whakahaere Ako.

CARRIED

4.3 Te Ohu Whakahaere Appeals

The Appeals co-chair provided a brief update on the work undertaken by the ohu. She noted that business divisions were pulling back from engaging in an appeals process. Te Poari Akoranga discussed the possibility of reviving the pānui that was sent out in the past in order to communicate with the organisation that current systems and processes needed to be adhered to until formal directives were provided on the future of Te Pūkenga.

4.3.1 Te Ohu Whakahaere Appeals November 2023 hui - open

RESOLVED (G. Brook / F. Moyer)

THAT Te Poari Akoranga:

a. Receive the report titled 'Te Ohu Whakahaere Appeals hui updates - open'.

b. Note that Te Ohu Whakahaere Appeals received resignations from A. Whelan-Kopa, M. Naufahu, and co-chair M. Rawiri due to changes in their study and work situations.

c. Note that Te Ohu Whakahaere provided feedback on the national process for the resolution of ākonga concerns and complaints, including the recommendations included in the report 'Ākonga Concerns and Complaints Process – Findings and recommendations (October 2023)'.

CARRIED

4.3.2 Te Ohu Whakahaere Appeals hui February 2024 - open

RESOLVED (K. Hewitson / D. Young)

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

CARRIED

4.4 Te Ohu Whakahaere Approvals

4.4.1 Te Ohu Whakahaere Approvals hui January 2024 - open

RESOLVED (H. Geary / P. Ammunson)

THAT Te Poari Akoranga:

- a. Receive the report titled 'Te Ohu Whakahaere Approvals hui January 2024- open' .
- b. Note that Te Ohu Whakahaere Approvals approved for submission to NZQA:
 - 1) 2303 New Zealand Certificate in Contact Centres (Level 3) subject to the following changes:
 - i) an Aims Statement be included the application.
 - ii) an Indicative Delivery Schedule be included in the application.
 - iii) links and references to 'Te Kawa Maiooro Te Pūkenga | Educational Regulatory Framework' are updated to reflect the document's most recent version.
 - iv) contact details are updated to reflect current members of Te Pūkenga staff.
- c. Note that Te Ohu Whakahaere Approvals approved the following for submission to NZQA:
 - 2552 New Zealand Diploma in Applied Science (Level 5)
 - 2553 New Zealand Diploma in Applied Science (Level 6) 3715 NZQF Diploma in Computer Applications
 - 3716 NZQF Diploma in Networking
 - 3717 NZQF Diploma in Engineering

CARRIED

4.4.2 Te Ohu Whakahaere Approvals hui February 2024 - open

RESOLVED (K. Hewitson / G. Brook)

THAT Te Poari Akoranga:

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

CARRIED

5. Appointment of Te Ohu Whakahaere representatives to Te Poari Akoranga

RESOLVED (D. Young / F. Moyer)

THAT Te Poari Akoranga:

- a. Receive the report titled 'Appointments to Te Poari Akoranga – March 2024' and
- b. Recommend to Te Pūkenga Council that Doug Pouwhare be co-opted to Te Poari Akoranga.

c. Note that Glynnis Brook, Te Ohu Whakahaere Appeals co-chair, Diane Lithgow, Te Ohu Whakahaere Approvals co-chair, Fiona Beals, Te Ohu Whakahaere Rangahau and Research are appointed to Te Poari Akoranga, as delegated to the Te Poari Akoranga co-chairs by the Te Pūkenga Council at its meeting of 8 February 2024.

CARRIED

6. Any Other Business

Te Poari Akoranga discussed the process for nominations for Te Whatu Kairangi and noted that this would be delegated back to business divisions to nominate and approve.

ACTION: Celebrate nominees for Te Whatu Kairangi through Ngā Taipitopito. Once nominees are known, organise with marketing team for story to be written up about them. (Assignee(s): TBC; Due Date: 28/03/2024)

7. Resolution to exclude the public

RESOLVED (D. Young / P. Ammunson)

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

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

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

Interests

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

CARRIED

Te Poari Akoranga moved into public excluded at 10:34am.

Karakia whakakapi

D. Young closed the hui with karakia at 11:13am.