



Te Pūkenga

## Te Poari Akoranga (Academic Board) MINUTES – Open Wednesday, 22 February 2023

### Minutes

These are the Open minutes of a meeting of Te Poari Akoranga held on Wednesday, 22 February 2023 at 9am, online via Microsoft Teams.

### Present

#### Te Poari Akoranga Members

Megan Gibbons (Co-Chair)

Kieran Hewitson (Co-Chair)

Michael Alford

Linda Aumua

Te Urikore Biddle

G Brook

Mary-Liz Broadley

Henry Geary

Diane Lithgow

Doug Pouwhare

Deborah Young

Megan Gibbons chaired the meeting.

### In Attendance

Jeanette Fifield, Academic Governance Coordinator, Te Pūkenga.

Tagaloatele Peggy Fairbairn-Dunlop, Council member, Te Pūkenga (to act as an observer and advisor, where appropriate).

Fionna Moyer, Kaikōkiri – Director Academic Quality, Te Pūkenga, Anna Williams, Ulrika Bonning – Item 5.2.

Nat Waran, Te Ohu Whakahaere Rangahau Māori, Research and Postgraduate – Item 5.3.3.

Steve Marshall, Mariana Tapsell, Sarah Fraser, Raema Merchant, Rehia Whaanga – Item 5.5.

### Quorum

The Chair noted that a quorum of members were present at the meeting and declared the meeting open.

#### 1. Karakia Timatanga

The Chair welcomed everyone to the meeting and opened the meeting with a karakia and gave a mihi to everyone impacted by the recent weather events of Cyclone Gabrielle.

#### 2. Welcome / Apologies

The Chair noted apologies received from F Beals, G Brook (Open session), T Collins, T Fairbairn-Dunlop (Closed session), A Gillies, D Lithgow (Open session) and J Te Hira.

The Chair informed the members:

- acceptance by K Hewitson as Co-chair Te Poari Akoranga. The appointment will be submitted to Te Pūkenga Council for approval
- resignation received from H Duncan, Interim Learner Advisory Committee representative. A replacement representative will be sought.

### **3. Administration**

#### **3.1 Te Poari Akoranga Calendar and Schedule of Committees 2023**

Received for information.

#### **3.2 Te Poari Akoranga | Ohu Whakahaere o te Poari Akoranga**

Membership list received for information. Corrections noted.

**Action:**

J Fifield to update membership lists and corrections to membership names.

#### **3.3 Open Minutes of the Previous Meeting Scheduled meeting – 7 December 2022**

**Resolution:**

Te Poari Akoranga approved the minutes of the open meeting of Te Poari Akoranga held on 7 December 2022, as a true and accurate record of the meeting.

**Moved:** M Broadley

**Seconded:** K Hewitson

**CARRIED**

#### **3.4 Matters Arising**

### **4. Te Pūkenga Council Report Update**

The members received a verbal update.

- Council commended the suite of nursing degrees for submission to NZQA
- transformation will be led centrally, transition is currently being worked through
- M Gibbons will provide a verbal update to Council of the key points from today's meeting
- Te Poari Akoranga meeting scheduled on 7 June 2023 is the same day as Council meeting. Te Poari Akoranga meeting date will be revised so members of both Te Poari Akoranga and Council can attend both.

**Action:**

Co-chairs to advise the members of the change of meeting date of Te Poari Akoranga in June 2023.

## **5. Ohu Whakahaere o Te Poari Akoranga**

### **5.1 Te Ohu Whakahaere Quality**

#### **5.1.1 Scheduled meeting held on 8 February 2023**

The members received a verbal update.

- Assessment policy and Moderation policy have been recommended for approval by Te Poari Akoranga
- Work integrated learning discussions have been held supporting a consistent and central approach
- QMS policies
  - support that they are stood-up as soon as they are able to
  - support kaimahi in adopting such policies before the local policy is replaced.

New standing agenda item Te Poari Akoranga Te Ohu Whakahaere Quality – QUALITY Update of approved frameworks and policies (to ensure clarity of policies students are being enrolled under).

Development of a transition plan of replacement policies in the business divisions.

#### **5.1.2 Scheduled meeting held on 6 December 2022**

The members received the minutes of the meeting held on 6 December 2022, for information.

#### **5.1.3 New membership appointments**

Deferred to Closed session.

The Chair welcomed F Moyer, A Williams and U Bonning to the meeting.

### **5.2 Te Ohu Whakahaere Quality**

#### **5.2.2 Te Pūkenga Assessment Policy**

The members received a verbal overview and background of the policy development.

- the policy is a national policy that is adopted by Te Pūkenga during its transition phase.
- it is intended to be an overarching policy that sits across the policies and procedures of each business division of Te Pūkenga.
- the effective date of the policy is to be confirmed – mid/late April 2023.
- the policy has been informed by a number of documentations designed to complement each other and are explicitly linked.
- approval of the policy will enable the development and implementation of Te Pūkenga Moderation framework.

Discussion included:

- revision of 3.6 to provide clarity of sentence *to maintain and uphold the validity of assessment*
- commendation to the development team for efforts to normalize te reo Māori throughout policy
- acknowledge references to priority learners
- acknowledge inclusion of Te Pae Tāwhiti and the organization commitment to treaty and equity
- clarification and meaning of the use of the words *effective learning, equitable assessments, culturally appropriate*. Ensure the terms used are understood.
- development of a communication strategy (timeframe, implementation and support)
- revision of the use of words 3.8 (business divisions) for future proofing
- Te Hono o Kahurangi is not visible. Recommend under Values to undertake a mapping exercise in relation to NZQA's expectations on assessments
- ensure correct links are embedded in the policy.

**Resolution:**

Te Poari Akoranga approve the Assessment Policy, subject to a review of the matters raised.

**Moved:** M Broadley

**Seconded:** T Biddle

**CARRIED**

### 5.2.3 Te Pūkenga Moderation Policy

The members received a verbal overview and background of the policy development.

- the policy is a national policy that is adopted by Te Pūkenga during its transition phase
- it is intended to be an overarching policy that sits across the policies and procedures of each business division of Te Pūkenga
- the effective date of the policy is to be confirmed – mid/late April 2023.

Discussion included:

- development of a communication strategy (timeframe, implementation and support and what this looks like on the ground)
- clarification of the Moderation framework
- ensure correct links are embedded in the policy.

**Resolution:**

Te Poari Akoranga approve the Moderation Policy subject to a review of the matters raised.

**Moved:** M Broadley

**Seconded:** T Biddle

**CARRIED**

The Chair thanked the development team for their commitment and mahi throughout the development process and for their attendance. A Williams and U Bonning left the meeting.

M Gibbons left the meeting and K Hewitson chaired the meeting.

### **5.2.3 Te Pūkenga Recognising Prior Knowledge and Skills (RPKS) Policy**

The members received a verbal update. Further work is required to enable support across the network. The policy is on hold and will be submitted to Te Poari Akoranga for approval at a later date.

The Chair thanked F Moyer for her mahi and attendance. F Moyer left the meeting.

The Chair welcomed N Waran to the meeting.

## **5.3 Te Ohu Whakahaere Rangahau Māori, Research and Postgraduate**

### **5.3.1 Scheduled meeting held on 6 December 2022**

The members received the minutes of the meeting held on 6 December 2022, for information.

### **5.3.2 New membership appointments**

The members received the names of the appointment of two new members, for noting. Membership approval was granted by Te Poari Akoranga Co-chair.

### **5.3.2 Te Matarau Whānui | Te Pūkenga Ethics Framework**

The members received a verbal update of the revisions and amendments incorporated into the framework in response to Te Poari Akoranga feedback and approval in principle, at their scheduled meeting held on 7 December 2022. Discussion included:

- operationalizing the framework that supports a Web presence
- development of an implementation plan
- acknowledge the framework will be a living document that will continue to evolve
- further discussions re the functions of a 'kaitiaki' will be held by te ohu which will form part of the implementation plan.

The Chair acknowledged the commitment and mahi undertaken throughout the approval process and thanked N Waran for her attendance. N Waran left the meeting.

## **5.4 Te Ohu Whakahaere Approvals**

### **5.4.1 Scheduled meeting held on 15 February 2023**

The members received a verbal update.

#### **5.4.2 Terms of Reference (ToR)**

The members received a verbal overview of the amendments to the ToR Purpose and Role. Discussion included:

- Te ohu role for degree qualifications L6 and above, if any at all?
- appointment of members who bring expertise knowledge and skills.

#### **5.4.3 Programmes approved (with conditions) by New Zealand Qualifications Authority (NZQA)**

The members received a report comprising of an update on current submissions to NZQA and a summary table of conditional programmes approved (including timeframes for Workforce Development Council (WDC) endorsement), for information.

The Chair welcomed the development team, M Tapsell, S Fraser, R Merchant, R Whaanga and S Marshall to the meeting.

### **5.5 Te Ohu Whakahaere Approvals**

#### **New degree programme approval and accreditation**

##### **5.5.1 Te Ata Māhina | Bachelor of Social Work**

The members received the programme approval and accreditation documentation submitted for approval and accreditation. Updates to the programme documentation also included feedback and updates received for the unified Nursing programmes.

The members informed the development team, the following documentation requested at their scheduled meeting held on 7 December 2022 was not provided with the resubmitted documentation.

1. A cover sheet with a high level overview / changes - for ease of review by Te Poari Akoranga, and
2. A track changed document showing the revisions and updates, on resubmission to Te Poari Akoranga.

The members were informed feedback received and amendments were reviewed and incorporated into the resubmitted programme documentation.

Feedback included:

- inclusion of high value of family – wellness of the whole family
- when separating the Principles out, you also need to highlight that there are relationships between them all rather than being a single entity
- individual world view is not visible, e.g. Faith
- inclusion of an Equity Principle
- revision of sections that may be place in an annex/appendix, for example Introduction to Te Pūkenga
- full consultation – there is no evidence consultation has been undertaken with Pacifica and disabled

- use of words in diagram p22, such as describe is not supported. Want to see evidence
- prefer to read overarching values and what makes this programme transformational upfront at the beginning of the document
- use of the term tikanga can have multiple meanings and can be misleading, for example utilised as a GP used as a process. Recommend an alternate term be used, for clarity
- inclusion of a Te Hono o Kahurangi lens is not visible
- recommend to follow NZQA guidance and lens for the Pacific world view
- revise and ensure accuracy of all policies that are embedded in the programme document, for example Moderation policy and Assessment policy.

**Resolution:**

Te Poari Akoranga approve the approval and accreditation of the new transformed and unified degree programme Te Ata Māhina | Bachelor of Social Work, for submission to NZQA.

**Moved:** T Biddle  
**Seconded:** D Pouwhare  
**CARRIED**

The Chair thanked the development team and all who have been involved for their commitment and mahi throughout the process and for their attendance and participation. M Tapsell, S Fraser, R Merchant, R Whaanga and S Marshall left the meeting.

M Gibbons resumed chairing the meeting.

The members received a verbal update of a joint panel visit (NZQA and NZ Nursing Council) for the Bachelor of Nursing, Bachelor of Nursing Māori and Bachelor of Nursing Pacific, scheduled to take place in April 2023, for information.

**5.6 Te Ohu Whakahaere Academic Appeals**

For information, an appeal was received. The appeal was managed by M Gibbons, Deputy Chief Executive, Academic and Learning Systems, Te Pūkenga.

**5.6.1 New membership appointments**

Deferred to Closed session.

**5.7 Te Ohu Whakahaere Ako**

**5.7.1 Scheduled meeting held on 16 February 2023**

The members received a verbal update, for information.

**5.7.2 Minutes of the meeting held on 25 January 2023**

The members received the minutes of the meeting held on 25 January 2023, for information.

### **5.7.3 New membership appointments**

Deferred to Closed session.

## **6. Academic Committees – Wintec Business Division**

### **6.1 Wintec | Te Pūkenga Komiti Akoranga Meeting Minutes Part A 23 November 2022**

Received for information.

### **6.2 Toi Ohomai | Te Pūkenga Academic Committee Open Meeting Minutes, 2 February 2023**

Received for information.

### **6.3 Network academic committee minutes**

Te Poari Akoranga will have further discussions and review the role and responsibilities of Te Poari Akoranga as permanent academic governance structures are implemented.

## **7. Next scheduled meeting**

Wednesday, 29 March 2023, 9am-3pm, online via Microsoft Teams.

## **8. Formal Motion for Moving into the Closed session**

The Chair moved the formal motion to move into the Closed session.

### **Resolution:**

IT WAS RESOLVED THAT TO THE EXTENT THAT THE LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987 (LGOIMA) MAY APPLY, THE PUBLIC BE EXCLUDED FROM THE CLOSED SESSION OF THE MEETING IN ACCORDANCE WITH SECTION 48(1) OF LGOIMA AND THE PARTICULAR INTERESTS PROTECTED BY SECTION 9 OF THE OFFICIAL INFORMATION ACT 1982 (SPECIFICALLY, TO PROTECT THE PRIVACY OF NATURAL PERSONS AND TO PROTECT INFORMATION WHERE THE MAKING AVAILABLE OF SUCH INFORMATION WOULD BE LIKELY UNREASONABLY TO PREJUDICE THE COMMERCIAL POSITION OF TE PŪKENGA, WHICH WOULD BE PREJUDICED BY THE HOLDING OF THE RELEVANT PARTS OF THE PROCEEDINGS OF THE MEETING IN PUBLIC.

**Moved:** M Gibbons

**Seconded:** D Pouwhare

**CARRIED**

The Open session closed at 11.15am.