



Te Pūkenga

Te Poari Akoranga (Academic Board) MINUTES – Open Wednesday, 7 December 2022

Minutes

These are the Open minutes of a meeting of Te Poari Akoranga held on Wednesday, 7 December 2022 at 9am, online via Microsoft Teams.

Present

Te Poari Akoranga Members

Jeanette Grace (Co-Chair)

Megan Gibbons (DCE Academic and Learning Systems)

Michael Alford

Linda Aumua

Te Urikore Biddle

Mary-Liz Broadley

Glynnis Brook

Te Wai Collins

Hamish Duncan

Henry Geary

Annemarie Gillies

Kieran Hewitson

Doug Pouwhare

Deborah Young

Jeanette Grace 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).

Julia Parrott, Te Ohu Whakahaere Approvals ex-Officio, Te Pūkenga – Item 5.4.

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. M Broadley opened the meeting with a karakia.

2. Welcome / Apologies

The Chair noted apologies received from F Beals and J Te Hira.

The Chair welcomed the new members:

1. M Gibbons, Deputy Chief Executive Academic Centre and Learning Systems
2. M Alford, Co-Chair Te Ohu Whakahaere Ako

3. T Collins, Co-Chair Te Ohu Whakahaere Ako
4. G Brooks, Co-Chair Te Ohu Whakahaere [Academic] Appeals

A whakawhanaungatanga session took place.

Pending membership expiry, J Grace, Co-chair - 31 December 2022.

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

Updated membership list received for information.

3.3 Minutes of Special Meeting – 16 November 2022

Resolution:

Te Poari Akoranga approved the minutes of the special meeting of Te Poari Akoranga held on 16 November 2022, as a true and accurate record of the meeting.

Moved: M Broadley

Seconded: D Young

CARRIED

3.4 Open Minutes of the Previous Meeting Scheduled meeting – 2 November 2022

Resolution:

Te Poari Akoranga approved the minutes of the open meeting of Te Poari Akoranga held on 2 November 2022, as a true and accurate record of the meeting.

Moved: H Geary

Seconded: H Duncan

CARRIED

4. Te Pūkenga Council Report – November 2022

The members reviewed the report submitted to Council for the month of November 2022, for information.

5. Ohu Whakahaere o Te Poari Akoranga

5.1 Te Ohu Whakahaere Quality

The members received a verbal update.

- Moderation Framework and related documents have been sent out to the network for targeted engagement
- the members acknowledged F Moyer's extensive mahi undertaken throughout
- membership vacancy invitations will be sent to the network calling for applications to fill membership vacancies. Closing date 31 December 2022.

5.1.1 Scheduled meeting held on 9 November 2022

The members received the minutes of the meeting held on 9 November 2022, for information.

5.2 Te Ohu Whakahaere Rangahau Māori, Research and Postgraduate

The members received a verbal update.

- membership vacancy invitations will be sent to the network calling for applications to fill membership vacancies Closing date 31 December 2022
- note ex-Officio position vacated by A Beaton.

5.2.1 Scheduled meeting held on 8 November 2022

The members received the minutes of the meeting held on 8 November 2022, for information.

5.2.2 Te Matarau Whānui | Te Pūkenga Ethics Framework

The members received a verbal update. Discussion included:

- clarification of approval process
 1. Te ohu receive submission/document
 2. Te Poari Akoranga receive document recommending approval through Te Ohu Whakahaere Rangahau Māori, Research and Postgraduate
 3. Te Poari Akoranga submit approved document to Te Pūkenga Council, for endorsement
- recommendation of an appropriate group to provide a kaitiaki for the framework – Rangahau Māori forum
- update and incorporating the changes submitted as suggested by the members at the meeting of Te Poari Akoranga held on 16 November 2022
- provide a more succinct document
- circulate the framework to appropriate forums
- the final updated document to be submitted to Te Poari Akoranga – before year end or early 2023
- A Gillies will take feedback back to N Waran.

Actions:

1. Revisions resubmitted to Te Poari Akoranga at their special meeting scheduled on 15 December 2022.
2. Final updated document to be submitted to Te Poari Akoranga at their scheduled meeting on 22 February 2023, for information.

Resolution:

Te Poari Akoranga approve Te Matarau Whānau | Te Pūkenga Framework, in principle, subject to amendments incorporated.

5.3 Te Ohu Whakahaere Approvals

5.3.1 Scheduled meeting held on 30 November 2022

The members received a verbal update.

5.3.2 Scheduled meeting held on 16 November 2022

The members received the minutes of the meeting held on 16 November 2022, for information.

5.3.3 Terms of Reference – Increase to membership

The members received a verbal overview of the request to increase the membership of te ohu, which also include current membership vacancies and recognise the increased volume of work as a result of the unification of programmes project which has increased the workload placed upon te ohu. Discussion included:

- membership increase to comprise of 16 voting members plus ex-Officio.
- seeking new members with skills-based (programme development) experience
- approaching business divisions to draw on specific skills and expertise already in the network to provide support to te ohu.

Action:

A further conversation will be held between te ohu co-Chairs and Deputy Chief Executive Academic Support and Learning Systems to discuss the work flow as new programme approvals and accreditations and type 2 changes are submitted for approval to te ohu in 2023.

5.3.4 Subcontracting extension to Te Pūkenga for programmes (transitional)

The members received the correspondence from NZQA, for information.

5.4 Te Ohu Whakahaere Approvals

New degree programme approval and accreditation

Te Poari Akoranga commend te ohu members and the development team(s) for submission of well prepared and comprehensive documentation, and for their mahi and commitment throughout the process.

5.4.1 Te Ata Māhina | Bachelor of Social Work

The members reviewed the new transformed and unified degree programme documentation submitted for approval and accreditation.

Discussion included:

- commendation of the structure of the document
- concern expressed re: Research is not visible in the document
- terminology used for work integrated learning - tidy up and use consistent wording, for clarification
- revise learning outcome statements – revise wording to clarify what is the learning that is achieved
- provide clarification of what the provision is around assessments, resits
- K Hewitson will provide guidance to the development team to explore NZQA Te Hono o Te Kahurangi quality assurance framework
- revise pathway mapping – progressive
- revise general courses vs specialization courses
- placement requirements / registration board requirements
- pathways – different scopes of practice being revised by registration board
- concern re practical (100% portfolio in all assessments) and ability to manage the portfolio by ākongā and teaching staff
- suggest to use ‘approved work experience for future ..’ instead of volunteer work experience
- the members support ongoing conversations with the regulatory body to provide guidance and advice to the development team(s) throughout the development process. The members were informed the programme has been formally shared with the registration board.

Actions:

1. J Parrott and te ohu co-Chair, D Pouwhare will take back to the development team, discussions held.
2. The development team are requested to provide a cover sheet with a high level overview / changes for (re)submission to Te Poari Akoranga.
3. Te Poari Akoranga request a track changed document showing the revisions and updates on (re)submission
4. Programme documents are placed in the Teams Channel for members to review.
5. The members are invited to send further feedback and comments to J Parrott to make the changes.
6. Te Ata Māhina will be resubmitted for approval to Te Poari Akoranga in early 2023.

M Gibbons left the meeting.

5.4.2 Bachelor of Nursing

5.4.3 Bachelor of Nursing Māori

5.4.4 Bachelor of Nursing Pacific

The members reviewed the new transformed and unified degree programmes documentation submitted for approval and accreditation. Discussion included:

- the members ability to undertake due diligence within the tight timeframe requested
- assurance that appropriate consultation has been undertaken to ensure loops have been closed and sign-off received from the stakeholders of the original stakeholders, in particular Māori and Pacific stakeholders
- revise and include more detail and stakeholder content in document
- question raised in regard to te ao Māori and Kaiako ability to delivery these concepts
- review consistency of wording used throughout document
- concern raised in relation to failing the practical level 7, 45 credit paper and passing the theory and the requirement to resit the whole paper again. This paper is not ākonga centred, however acknowledge this requirement is part of the NZ Nursing Council requirements
- concern raised lack of staff resources and capability
- concern raised some current programme delivery structures of business divisions do not provide for flexibility to meet the needs of ākonga who need to resit papers
- revise and amend inappropriate verb use for the level of the programme
- provide clarification of the last date of review of Te Kawa Whakaruruhau and review the currency of the statements included in document
- update the list of contacts
- revise and apply appropriate graduate profiles as they related to the programme (ie. Bachelor of Nursing Māori GP4 vs GP7)
- review GP8 – why a Māori nursing programme would be restricted by Te Kawa Whakaruruhau
- question raised if the development team understand the depth of Te Kawa Whakaruruhau terms used; commitment to Te Kawa Whakaruruhau
- noted Te Pūkenga ADI have prescribed a definition of Mātauranga Māori specific to the nursing programmes
- clarify definition of 'fono' across the programmes
- review and include iwi and hapū variations in nursing documents

Actions:

1. The programme documents are placed in the Teams Channel for members access and to also provide feedback and further comment.

2. The members are invited to send further feedback and imperative changes to J Parrott as soon as they are able to.
3. The Bachelor of Nursing suite of programmes will be resubmitted for approval to Te Poari Akoranga at an additional meeting scheduled on Friday, 16 December 2022.

The Co-chair thanked J Parrott for her attendance and participation. J Parrott left the meeting.

5.5 Te Ohu Whakahaere Academic Appeals

The members received a verbal update. Discussion included:

- further discussion and revision of Terms of Reference broader than 'Academic' Appeals
- Co-Chair, G Brook will follow-up and clarify 'Appeals' to represent all of Te Pūkenga, with M Gibbons
- membership vacancy invitations will be sent to the network calling for applications to fill membership vacancies Closing date 31 December 2022
- nominations will be sought from Te Tiriti Outcomes teams or Ōritetanga for membership of kaimahi with tikanga Māori expertise.

5.5.1 Scheduled meeting held on 23 November 2022

The members received the minutes of the inaugural meeting held on 23 November 2022, for information.

5.6 Te Ohu Whakahaere Ako

The members received a verbal update.

- inaugural meeting of te ohu scheduled on 8 December 2022
- review of the terms of reference will be undertaken at the inaugural meeting for submission for approval by Te Poari Akoranga in early 2023. Additional guests have been invited to this meeting specifically to share their expertise and knowledge in reviewing the terms of reference.
- Membership vacancy invitations will be sent to the network calling for applications to fill membership vacancies. Closing date 31 December 2022.

6. Academic Committees – Wintec and Toi Ohomai Divisions

6.1 Toi Ohomai Academic Committee Open Meeting Minutes 24 November 2022

Received for information.

6.2 Wintec Komiti Akoranga Meeting Minutes Part A – 15 September 2022

Received for information.

7. Additional meeting

Friday, 16 December 2022, 10am-11am, online via Microsoft Teams

Approval | Te Pūkenga Quality Management System (QMS)

Approval | Recognising Prior Knowledge and Skills Policy (RPKS)

Approval | Bachelor of Nursing, Bachelor of Nursing Māori, Bachelor of Maori Pacific
– approval and accreditation

Approval | Transition Pilot Project Local Academic Committees Recommendations

Receive | Te Matarau Whānui – Te Pūkenga Ethical Framework

8. Next scheduled meeting

Wednesday, 22 February 2023, 9am-3pm, online via Microsoft Teams

9. 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: J Grace

Seconded: M Broadley

CARRIED

The Open session closed at 11.30am.