Te Poari Akoranga | Academic Board 26 June 2025

Location: Microsoft Teams

26 June 2025 09:30 AM

Agenda Topic	Presenter	Time	Page

Open agenda

Next meeting: 11 September 2025

Karakia timatanga

Tēnā tātou here are some useful phrases you can use to introduce opening karakia next time you are asked to lead it.

Māku e huaki te wānanga nei.
I'll open our shared space.

Kia huakina te wānanga nei ki te karakia.
May our shared space be opened with karakia.

Kāti anō kia karakia e manawa ora ai te wānanga nei.
It's only fitting that we begin with karakia so we may strengthen our shared space together.

Karakia tīmatanga
Opening incantation

**Whakarongo rā e Rongo
ki Te Pūkenga
te manawa nei
ki te rongo taketake,
te whiwhia, te rawea
te whiwhi-ā-nuku
whiwhi-ā-rangi
i takea mai i te kāhui o ngā ariki.
kia tūturu ka whakamau ai kia tina,
Tīna! *(everybody)*
Hui e?
Tāiki e!**

Listen o Rongo
to Te Pūkenga
offering gratitude
for the peace and harmony
that allows us to enjoy
he gifts of the earth
and the heavens
bequests of a higher order.
And bind it firmly,
firmly!
Do we all concur?
We concur!

When someone has led karakia to open a hui, it is seen as respectful for someone else to then thank them for carrying out that duty. Here are some mihi to the kaikarakia you can try next time.

Tēnā koe i tō karakia mai.
Thank you for delivering karakia.

Ka nui te mihi o te manawa ki a koe, i tō karakia mai.
With heartfelt gratitude, thank you for delivering karakia.

Kia waiho mā ēnei kupu e kawe atu te whakamiha ki a koe, i tō karakia mai. Nāu oti, e manawa ora nei te wānanga.
May these words convey my sincerest appreciation to you for delivering karakia. Because of you, our shared space is now strengthened.

Te Pūkenga

![Te Pūkenga logo]

Schedule D:

Tāpaenga Mana mai i Te Poari Akoranga| Sub-Delegations from Te Poari Akoranga

Te Poari Akoranga may formally sub-delegate specific tasks and/or responsibilities to nominated groups, committees and/or ohu whakahaere. This schedule will be updated each time a power is sub-delegated. All sub-delegated authority must be exercised in accordance with the purpose of Te Poari Akoranga as set out in the Terms of Reference as updated from time to time. In sub-delegating authority, Te Poari Akoranga requires:

i)   Any policies related to the responsibilities are approved by Te Poari Akoranga;

ii)   Major decisions made by the body receiving the sub-delegation are reported to Te Poari Akoranga through reporting template.

Ref	Subject	Description	Sub-delegation
1.	Academic Policies, procedures and framework	Not applicable	
2.	Courses/ Programmes of Study (including work-based learning programmes)	To approve new courses and programmes, review and approve changes to existing courses and programmes, and approve the withdrawal/closure or suspension of existing courses or programmes. To seek approval/accreditation of programmes by external bodies.	a. **Te Ohu Whakahaere Approvals** • To approve new Level 1-6 unified courses and programmes. • To approved Type 2 changes to Level 1-6 unified courses and programmes. b. **Local Academic Committees** To review and approve new (non-unified) courses and programmes delivered by their business division, and to review and approve changes to existing courses and programmes and approve the withdrawal/closure or suspension of existing (non-unified) courses or programmes.
3.	Courses/ Programmes of Study (including work-based learning)	To approve variations to an individual learner's course/programme of study outside programme regulations.	**Local Academic Committees** This delegation is sub-delegated in its entirety.

TePūkenga

Ref	Subject	Description	Sub-delegation
4.	Quality Assurance	To set and monitor the application of Te Pūkenga quality assurance processes for the development and delivery of all courses and programmes (including with respect to learning, teaching, assessment, learner support and learner performance) through quality evaluation, review and reporting processes.	**Te Ohu Whakahaere Academic Quality Co-Chairs** To approve minor changes to academic procedures, within academic policy.
5.	Assessment	To approve and release learner results and recognise credit for assessment (including assessment of prior learning) in accordance with approved academic regulations.	**Local Academic Committees** This delegation is sub-delegated in its entirety.
6.	Research	To set and promote quality standards for research and approve proposals for research from Te Pūkenga kaimahi and learners involving human subjects (including learner course work research) and a Māori or Te Tiriti/Treaty of Waitangi dimension.	a. **Te Ohu Whakahaere Rangahau Research and Postgraduate** To review and monitor: - the revenue generated by Te Pūkenga in external research funding opportunities. - rangahau and research capacity and capability across Te Pūkenga. - the performance of Te Pūkenga in relation to national rangahau, research and postgraduate strategies ensuring a culture of continuous improvement across business divisions.
			b. **Local Academic Committees** To approve proposals for research from Te Pūkenga kaimahi and learners involving human subjects (including learner course work research) and a Māori or Te Tiriti/Treaty of Waitangi dimension.

Ref	Subject	Description	Sub-delegation
7.	Appeals	To: a. receive unresolved learner complaints or appeals that have already been determined (in line with relevant appeals policies and processes); b. support the resolution, settlement and/or withdrawal of such unresolved complaints or appeals; and c. if necessary, make recommendations about policies, procedures, or the provision of services.	**Local Business Division Leads** To: a. receive unresolved learner complaints or appeals that have already been determined (in line with relevant appeals policies and processes); b. support the resolution, settlement and/or withdrawal of such unresolved complaints or appeals. **Te Ohu Whakahaere Academic Quality** To make recommendations about national policies, procedures, or the provision of services in respect of appeals.
8.	Granting of Formal Awards	To grant formal awards of Te Pūkenga.	**Local Academic Committees** This delegation is sub-delegated in its entirety.

Te Pūkenga

2025 Schedule of Te Poari Akoranga and Ngā Ohu Whakahaere meetings

As at 15 May 2025

Te Poari Akoranga

Name	Role	Meeting dates
Kieran Hewitson	Co-Chair (Delegate for Chief Executive)	~~Tuesday 28 January~~ ~~Thursday 13 March~~ ~~Thursday 15 May~~ Thursday 26 June Thursday 11 September Thursday 6 November
Deborah Young	Co-Chair (Ako Excellence Director)	
Antoinette Wood	Member of Transitional Leadership Team	
Fionna Moyer	Member (Co-Chair Te Ohu Whakahaere Academic Quality)	
Fiona Beals	Member (Rohe 3 business division Academic Committee Chair or Delegate)	
Martin Carroll	Member (Rohe 1 business division Academic Committee Chair)	
Te Urikore Biddle	Member (Rohe 2 business division Academic Committee Chair)	
Vacant	Member (Co-Chair Te Ohu Whakahaere Rangahau and Research)	
Scott Klenner	Member (Rohe 4 business division Academic Committee Chair)	
Henry Geary	Member (Learner nominated by Interim Learner Advisory Committee)	
Linda Aumua	Member (Co-opted)	
Leoni Drew	Member (Co-Chair Te Ohu Whakahaere Approvals)	

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Te Pūkenga

Te Ohu Whakahaere Approvals

Name	Role	Meeting dates
Leoni Drew	Co-Chair	~~Wednesday 26 February~~
Kim Davies	Co-Chair	~~Wednesday 30 April~~
Liz McKenzie	Member	Wednesday 11 June – did not proceed
Harry Leder	Member	
Paul Neumann	Member	~~Monday 16 June~~
Veraneeca Taiepa	Member	Wednesday 3 September (TBC)
Maggie Wells	Member	Wednesday 22 October (TBC)
Denise Williams	Member	

Te Ohu Whakahaere Academic Quality

Name	Role	Meeting dates
Deb Young	Co-Chair	~~Wednesday 19 February~~
Fionna Moyer	Co-Chair	~~Thursday 8 May~~
Fiona Campbell	Member	~~Wednesday 18 June~~
Greg Durkin	Member	Wednesday 20 August
Carmel Haggerty	Member	Wednesday 15 October
Gianetta Lapsley	Member	
Sue Roberts	Member	
Joan Taylor	Member	
Caroline Terpstra	Member	

Te Ohu Whakahaere Rangahau, Research and Postgraduate

Name	Role	Meeting dates
Fiona Beals	Co-Chair – until 19 June	~~Thursday 27 February~~
Annemarie Gillies	Co-Chair	~~Thursday 1 May~~
Christine Cheyne	Member	~~Thursday 19 June~~
Tepora Emery	Member	Thursday 28 August
Allen Hill	Member	Thursday 23 October
Suzanne Miller	Member	

Te Pūkenga

Name	Role	Meeting dates
Waireti Roestenburg	Member	
Michael Shone	Member	
Jamie Smiler	Member	

As at 23 June 2025

Te Pūkenga
Annual Te Poari Akoranga Work Plan 2025

	Frequency	Jan/Feb	March	April	May	June	July	August	September	October	November
**Te Poari Akoranga	Te Pūkenga Academic Board**	**Bi-Monthly**	**Tuesday 28 January**	**Thursday 13 March**		**Thursday 15 May**	**Thursday 26 June**			**Thursday 11 September**		**Thursday 6 November**
Reporting from Local Academic Committees	Bi-Monthly	x	x		x	x			x		x
Reporting from Ngā Ohu Whakahaere	Bi-Monthly	x	x		x	x			x		x
Terms of Reference and academic sub-delegations	As required	Removal of Appeals Ohu	Approvals TORs		Delegations of Type 2 changes to Unified programmes	Removal of Academic Quality and Rangahau, Research and Postgraduate Ohu					
2025 workplan for Te Poari Akoranga and ngā ohu whakahaere	Annually	x									
Academic risk monitoring	Bi-Monthly		x		x	x			x		x
Te Pūkenga Investment Plan	Annually					x					
Unified Level 7+ programme final approvals	Annually					Not required					
Pastoral code self-report	Annually					x					
Programme-level reporting of 2024 SPE data	One-off					x					
Academic and ethical processes of new business entities	One-off								x		
2026 meeting dates and workplan (if required)	Annually										x
Ngā ohu whakahaere self-assessment reports for 2025	Annually										x
Te Poari Akoranga self-assessment for 2025	Annually										x
Monitoring reports	As required										
Other topics TBC	*As required*										
Te Ohu Whakahaere Approvals	**Bi-Monthly**	**Wed 26 Feb (cancelled)**		**Wed 30 April**		**Wed 11 June**			**Wed 3 Sept (TBC)**	**Wed 22 Oct (TBC)**	
Programme approvals	As required			x		x			x	x	
Workplan for 2025	Annually			x							
Type 2 changes to L1-6 unified programmes	As required			New site delivery (TPP) for NZC in Business		New site delivery (WITT) for NZC in Business					
Type 2 changes to L7+ unified programmes	As required					Master of Applied Science					
New L7+ unified programmes for recommendation to Te Poari Akoranga	Annually					Not required					
New L1-6 unified programmes	Annually									x	
2026 meeting dates (if required)	Annually									x	
Self assessment for 2025	Annually									x	
Te Ohu Whakahaere Academic Quality	**Bi-Monthly**	**Wed 19 Feb**			**Thu 8 May**	**Wed 18 June**					
Ako Excellence Director updates	Bi-Monthly	x			x	x					
Workplan for 2025	Annually	x									
Monitoring reports	As required	x			x						
National Programme Committee Terms of Reference	One-off	x									
Te Kawa Maiorooro	As required	x									
Academic risk	One-off	x									
2026 meeting dates (if required)	Annually										
Self assessment for 2025	Annually										

As at 23 June 2025

		Thurs 27 Feb			Thurs 1 May (cancelled)	Thurs 19 June					
Review self-assessment activity from NZQA	As required										
Review Academic Matters Decision form	As required										
Review governance and operational structures of academic matters	As required										
Te Ohu Whakahaere Rangahau Research and Postgraduate	**Bi-monthly**	**Thurs 27 Feb**			**Thurs 1 May (cancelled)**	**Thurs 19 June**					
Workplan for 2025	Annually	x									
Overseeing research across Te Pūkenga business divisions	One-off	x									
2026 meeting dates (if required)	Annually										
Self assessment for 2025	Annually										

Te Poari Akoranga Register of Interests

As at 19 June 2025

Name	Interest	Nature of Interest
Kieran Hewitson Co-Chair	Te Pūkenga	Executive Director Ako Delivery
	Bay of Plenty Tertiary Campus Trust	Trustee
	New Zealand Qualifications Authority	Evaluator
	Toi Ohomai	Executive Director
Deborah Young Co-Chair	Te Pūkenga	ACLS Ako Excellence Director
	Te Pūkenga Committee	Co-chair of Te Ohu Whakahaere Academic Quality
	Member	**Transitional Leadership Team**
	Ara Institute of Canterbury	• Ako Excellence Director • Chair, Academic Committee • Member of Programme Assurance Committee - Member of Research, Rangahau and Postgraduate Committee
Fionna Moyer Member	Wintec	Quality Specialist
	Te Pūkenga	Co-chair of Te Ohu Whakahaere Academic Quality.
Fiona Beals Member	Te Pūkenga Committee	Ohu Whakahaere Rangahau, Research and Postgraduate co-chair
	Whitireia and WelTec	Principal Lead, Teaching Innovation and Research
	Ara Taiohi	Member
Martin Carroll Member	Manukau Institute of Technology and Unitec	Deputy Chief Executive
	ConCOVE	Board member

	Universities Quality Assurance International Advisory Board (UQAIB)	Board member
	UniSerivces	Spouse is an employee
Te Urikore Biddle Member	Wintec Institute of Technology	Executive Director Māori, Quality and Academic
	Chair – Wintec Academic Committee	Chair – Wintec Academic Committee
	Chair – Wintec Foundation Trust	Chair – Wintec Foundation Trust
	Chair – Ruatoki A49B Ahu Whenua Trust	Chair – Ruatoki A49B Ahu Whenua Trust
	Director – Hoa Haere Partners Ltd	Director – Hoa Haere Partners Ltd
	Member of Institute of Directors	Member of Institute of Directors
	Member of MPTT Consortia	Member of MPTT Consortia
	Member – Waewae Whānau Trust	Member – Waewae Whānau Trust
Scott Klenner Member	Otago Polytechnic	Director of Research, Rakahau Māori and Postgraduate Studies
	Ara Institute of Canterbury	Research Manager
Henry Geary Member	Te Pūkenga	Interim Learner Advisory Committee: Open Polytechnic representative
	Open Polytechnic	Enrolled in New Zealand Diploma in Architectural Technology
	Open Polytechnic	Academic Committee Student member
Linda Aumua Member	Unitec	Head of School Healthcare and Social Practice
	Te Pūkenga	Member of the Interim Kaimahi Advisory Committee
Antoinette Wood	Te Pūkenga	Employee
Leoni Drew	Toi Ohomai Institute of Technology	Head of Academic Development and Quality

Te Pūkenga

Open minutes for Te Poari Akoranga | Academic Board 15 May 2025

15/05/2025 | 09:30 AM - 12:30 PM - Auckland, Wellington New Zealand Standard Time
Microsoft teams

Attendees (9)

Henry Geary; Linda Aumua; Kieran Hewitson; Deborah Young; Fionna Moyer; Fiona Beals; Nita
Hutchinson; Scott Klenner; Leoni Drew
Attendees: Haley Passmore (Governance Advisor)
Apologies: Antoinette Wood, Martin Carroll, TeUrikore Biddle.

Open agenda

1. Administration

1.1 Welcome and apologies

Te Poari Akoranga (Te Poari) noted that apologies were received from Te Urikore Biddle, Martin
Carroll, and Antoinette Wood.
The Chair welcomed Leoni Drew to her first meeting of Te Poari, one of the new co-chairs of Te Ohu
Whakahaere Approvals.

1.2 Membership and meeting schedule calendar 2025

Te Poari Akoranga noted the schedule of meetings for 2025.

1.3 Workplan

Te Poari noted the 2025 workplan and provided feedback that an update from the Ako Excellence
Director should be included for an upcoming hui.

1.4 Register of interests

The Chair reminded members to declare any agenda items where a conflict arises between their role
as a member of Te Poari Akoranga, and any private or other external interest they may have and
stand aside from decision making in respect of that item.

Te Poari noted that Kieran Hewitson role needs to be updated to Executive Director at Toi Ohomai.

1.5 Minutes of the open portion of Te Poari Akoranga 13 March 2025

Resolved *(H. Geary/N. Hutchinson)*

THAT Te Poari Akoranga accept as a true and accurate record the minutes of the open portion of Te Poari Akoranga meeting held 13 March 2025.

CARRIED

2. Ngā ohu whakahaere o Te Poari Akoranga (open reports)

2.1 Te Ohu Whakahaere Approvals

Te Poari noted that:

- Te Ohu Whakahaere Approvals approved delivery applications for Tai Poutini Polytechnic.
- The workload for the Approvals ohu is likely to decrease as a result of upcoming NZQA changes.

Resolved *(L. Drew/F. Beals)*

THAT Te Poari Akoranga receives the report titled 'Te Ohu Whakahaere Approvals hui 30 April 2025 – open.

CARRIED

2.2 Te Ohu Whakahaere Academic Quality

Te Poari noted that Te Ohu Whakahaere Academic Quality received several unified programme reports from EIT, however, not all providers were included in the submitted reports and the Academic Quality Ohu is seeking clarity as to why that was.

Resolved *(F. Moyer/L. Aumua)*

THAT Te Poari Akoranga receives the report titled 'Te Ohu Whakahaere Academic Quality hui 8 May 2025 – open.

CARRIED

3. Delegation of approvals

The Ako Excellence Director clarified that this changes to delegated approvals applies to all unified programmes and that Business Divisions have already been notified of this change.

Open minutes for Te Poari Akoranga | Academic Board 26 June 2025 | 2

Resolved (D. Young/S. Klenner)

Recommendation:

THAT Te Poari Akoranga:

a. Receive the report titled 'Delegation of approvals';

b. Approves the sub-delegation from Te Poari Akoranga to:

- *Te Ohu Whakahaere Approvals to approve Type 2 changes to Levels 1-6 unified programmes*
- *Local Academic Committees will be given sub-delegation to approve new (non-unified) programmes delivered by their business division;*

c. Approves the revised Terms of Reference for Te Ohu Whakahaere Approvals to reflect the change in its delegations.

CARRIED

4. Local Academic Committee reports (open)

ACTION: Provide the co-chairs of Te Poari Akoranga with a list of all local academic committee reports received in the past year. (Assignee(s): Haley Passmore; Due Date: 11/06/2025)

4.1 Whitireia and WelTec - February and April 2025

Resolved *(K. Hewitson/F. Moyer)*

THAT Te Poari Akoranga:

a. Receives the report titled: Whitireia and WelTec Academic Committee Report 20 February 2025 (e-meeting)

b. Notes that the Whitireia and WelTec Academic Committee approved:

Type 1 Changes:

- *PR5006 Bachelor of Information Technology*
- *NZ2660 NZ Certificate in Plumbing, Gasfitting and Drainlaying (Level 3)*
- *PR4862 Postgraduate Certificate in Specialty Care*
- *HS8722 Extended Care Paramedicine 1:*
- *PR4624 Bachelor of Nursing*
- *NZ2491 NZ Diploma in Veterinary Nursing (Level 6)*
- *PR4851 Bachelor of Health Science (Paramedic)*
- *PR4801 Postgraduate Certificate in Primary Healthcare Specialty Nursing*
- *NZ2992 NZ Certificate in Health and Wellbeing (Social and Community Services) (L4) .*

CARRIED

Resolved (K. Hewitson/F. Moyer)

THAT Te Poari Akoranga:

a. Receives the report titled: Whitireia and WelTec Academic Committee Report 17 April 2025

b. Notes that the Whitireia and WelTec Academic Committee approved:

Type 2 Changes:

- *HV4448 Bachelor of Engineering*

Type 1 Changes:

- *NZ4373 New Zealand Certificate in Skills for Learning and Working for Supported Learners (Level 1)*
- *PR4997 Bachelor of Social Work.*

CARRIED

4.2 Toi Ohomai - April 2025

Resolved (K. Hewitson/F. Moyer)

THAT Te Poari Akoranga:

a. Receives the report titled 'Toi Ohomai Academic Committee Summary Report, 2 April 2025.

Includes Academic Committee Meetings:

- *12 February 2025*
- *27 February 2025*
- *10 March 2025*
- *27 March 2025*

b. Notes that Toi Ohomai Academic Committee approved:

- *Susan Sloan Nursing Scholarship Award*
- *Top Student Award and Prize, NZ Diploma in Architectural Technology Level 6*
- *146 Graduates*
- *Academic Committee Terms of Reference 2025*
- *Learning and Quality Standards Committee Terms of Reference 2025*
- *New Permanent Delivery Site – Tong House, Whakatane.*

CARRIED

4.3 Primary ITO - April 2025

Resolved (K. Hewitson/F. Moyer)

THAT Te Poari Akoranga receives the report titled "Academic Committee Report - Primary ITO - April 2025."

CARRIED

4.4 Otago Polytechnic - December 2024, February 2025

Resolved (K. Hewitson/F. Moyer)

THAT Te Poari Akoranga:

a. Receives the report titled "Otago Polytechnic Academic Committee Report 10 December 2024"

b. Notes that the Otago Polytechnic Academic Committee approved the following Type 1 changes:

- *OT5025 Bachelor of Social Services – separating one 30 credit course into 2 x 15 credit courses, updating co-requisites and pre-requisites. No change to Programme totals (Level, Credits, EFTS or Hours)*
- *NZ3445 New Zealand Diploma in Beauty Therapy (Level 5) – minor changes to assessments*
- *NZ2420 New Zealand Diploma in Construction (Level 6) (Construction Management) (Quantity Surveying) - update assessment activity, weighting, LO assignment, grading scheme and completion requirements for several courses*
- *OT5128 Bachelor of Construction (Quantity Surveying) (Site Management) - update assessment activity, weighting, LO assignment, grading scheme and completion requirements for several courses*
- *NZ2649 New Zealand Diploma in Photography (Level 6) - Move from version 1 to version 2 of the Qualification, update Programme Aim, update Transition Arrangements, update Course Summaries*
- *NZ2220 New Zealand Certificate in Agriculture (Farming Systems) (Level 3) – updates to course names, credit values. No change to Programme totals (Level, Credits, EFTS or Hours)*
- *OT5177 Graduate Diploma in Conflict Resolution – changes to assessment*
- *Updates to OTCont schedule – adding unit standards for work-based off-job training in Electrical Engineering*

c. Notes that there were no Certificate of Proficiency enrolments for approval.

CARRIED

Resolved (K. Hewitson/F. Moyer)

THAT Te Poari Akoranga:

a. Receives the report titled "Otago Polytechnic Academic Committee Report 11 February 2025

b. Notes that the Otago Polytechnic Academic Committee approved the following Type 1 changes:

Initiated by Otago Polytechnic:

- *NZ2162 New Zealand Diploma in Engineering (Level 6) – changes to NZDE National Curriculum Document V7.1, approved by NZQA in September 2024 to align the Engineering NZ Technician Attributes with the updated Dublin Accord.*

- *NZ2896 New Zealand Certificate in Bicycle Servicing (Level 3) - changes to assessments includes title changes and completion requirements*
- *NZ2897 New Zealand Certificate in Bicycle Mechanics (Level 4) - changes to assessments includes title changes and completion requirements*

Changes to Te Pūkenga unified programmes:

- *NZ2459 New Zealand Diploma in Business (Level 5) – noting Assessment and other Regulation changes, approved by the National Programme Committee and by the Lead Provider's Academic Committee at Ara.*
- *NZ2660 New Zealand Certificate in Plumbing, Gasfitting and Drainlaying (Pre-Apprenticeship) (Level 3) - Type 1 changes notified by Wintec (programme owner) to update unit standard version numbers and adjust data requirements such as level, credits and titles.*
- *NZ3563 New Zealand Certificate in Exercise (Level 4) – changes to align programme document with Version 2 of qualification. Update to Strategic Purpose Statement and Graduate Profile, changes to course content and minor changes to wording of learning outcomes (all confirmed as Type 1 changes by NZQA)*
- *TP4775 Bachelor of Accounting – changes to resit, resubmission and reassessment requirements for the level 5 courses owned by the NZDipBus programme. Changes approved by the National Programme Committee and by the Lead Provider's Academic Committee at WinTec.*

c. Notes that the Otago Polytechnic Academic Committee approved twenty-two (22) Certificate of Proficiency enrolments.

CARRIED

4.5 MITO - April 2025

Resolved *(K. Hewitson/F. Moyer)*
THAT Te Poari Akoranga receives the report titled "MITO Quality Oversight Committee report 4 April 2025".
CARRIED

4.6 EIT - March 2025

Resolved *(K. Hewitson/F. Moyer)*
THAT Te Poari Akoranga:
a. Receives the report titled "EIT Academic Committee report 17 March 2025
b. Notes that the EIT Academic Committee approved:

- *the appointment of Dr Clive Cornford, degree monitor for the EIT postgraduate suite of Wine & Business Innovation degree programmes*
- *the appointment of Bronwyn Bradley, degree monitor for the EIT Bachelor of Creative Practice degree programmes.*

CARRIED

4.7 Competenz - March and April 2025

Resolved *(K. Hewitson/F. Moyer)*

THAT Te Poari Akoranga:

a. Receives the report titled 'Competenz Academic Report March 2025' that covers the March calendar month

b. Notes that Competenz approved four programmes/courses to be submitted to NZQA including:

- *WHS L3 and L4 Type 1 submitted to NZQA*
- *Print L4, Type 1 submitted to NZQA*
- *NZTI extension to subcontract arrangement – addition of LCP*
- *MC in Forestry Operations Log Scaling endorsed for submission to NZQA.*

CARRIED

Resolved *(K. Hewitson/F. Moyer)*

THAT Te Poari Akoranga:

a. Receives the report titled 'Competenz Academic Report April 2025' that covers the April calendar month.

b. Notes that Competenz approved five programmes/courses to be submitted to NZQA including:

- *Forestry Operations: Log Scaling (Micro-credential) – submitted to NZQA 19.03.25.*
- *Workplace Health and Safety T1 Applications – L3 approved 14.03.25, L4 approved 13.03.25.*
- *NZA in Print, L4 T1 Application approved 11.03.25.*
- *Fire Protection: 4x T1 programme change documents submitted to NZQA and subsequently approved by NZQA*
- *New POS for Mechanical Engineering Level 3 submitted to NZQA.*

CARRIED

4.8 Open Polytechnic - December 2024, January and March 2025

Resolved *(K. Hewitson/F. Moyer)*

THAT Te Poari Akoranga:

a. Receive the report titled 'Open Polytechnic Academic Committee Report 06 December 2024'; and

b. Note that the Open Polytechnic Academic Committee approved:

- *Closure of legacy programmes and courses for the New Zealand Certificate in Real Estate (Salesperson) (Level 4) and New Zealand Certificate in Business (Administration and Technology) (Level 3)*

- *Changes to the legacy programme of study for the New Zealand Diploma in Legal Executive Studies (Level 6)*

- *Updates to the programme documentation for the legacy programmes, Graduate Diploma in Human Resource Management and the Graduate Diploma in Strategic Management.*

CARRIED

Resolved *(K. Hewitson/F. Moyer)*

THAT Te Poari Akoranga:

a. Receive the report titled 'Open Polytechnic Academic Committee Report 31 January 2025'; and

b. Note that the Open Polytechnic Academic Committee approved:

- *The content and structure of two proposed Micro-credentials - Mathematics for Engineering, and Mathematics for Engineering to be submitted to Waihanga Ara Rau Workforce Development Council*

- *Closure of legacy programme and courses for the New Zealand Diploma in Business (Level 5) with strands, and the New Zealand Certificate in Early Childhood Education and Care (Level 3)*

- *Changes to the programme of study for Te Pōkaitahi Reo (Reo Rua) (Te Kaupae 1) to meet version 2 of the qualification*

- *Update to Credit Recognition Schedule.*

CARRIED

Resolved *(K. Hewitson/F. Moyer)*

THAT Te Poari Akoranga:

a. Receive the report titled 'Open Polytechnic Academic Committee Report 07 March 2025'; and

b. Note that the Open Polytechnic Academic Committee approved:

- *Closure of legacy programme and courses for the Bachelor of Arts (with majors) and the Bachelor of Applied Science (Information and Library Studies major)*

- *Changes to the programme of study for the Real Estate Continuing Professional Development*

- *Appointment of Lisa Turnball to the Environment Stakeholder Advisory Group*
- *Appointment of Laura Marshall to the Library and Information Stakeholder Advisory Group*
- *Appointment of Hazel Neser to the Funeral Directing Stakeholder Advisory Group*
- *Update to Credit Recognition Schedule.*

CARRIED

4.9 Tai Poutini Polytechnic - April 2025

Resolved *(K. Hewitson/F. Moyer)*

THAT Te Poari Akoranga receives the report titled "Tai Poutini Polytechnic Academic Committee Report 10 April 2025.

CARRIED

4.10 Ara - April 2025

Resolved *(K. Hewitson/F. Moyer)*

THAT Te Poari Akoranga:

a. Receives the report titled "Ara Institute of Canterbury Academic Committee report 3 April 2025";

b. Notes that the Ara Institute of Canterbury Academic Committee approved:

- *Portfolio and Assurance Programme Change Report.*

CARRIED

4.11 ServiceIQ - March and April 2025

Resolved *(K. Hewitson/F. Moyer)*

THAT Te Poari Akoranga:

a. Receive the report titled 'ServiceIQ - Academic Committee Report 10 March 2025

b. Note that the ServiceIQ Academic Committee did not grant any new programme approvals at this meeting;

c. Note that the ServiceIQ Academic Committee approved assessment development priorities; and

d. Note that the ServiceIQ Academic Committee agreed on the recommendations and next steps from the submitted papers regarding Schools reporting of unit standards and dealing with expired assessments.

CARRIED

Resolved *(K. Hewitson/F. Moyer)*

THAT Te Poari Akoranga:

a. Receive the report titled 'ServiceIQ - Academic Committee Report 01 April 2025

b. Note that the ServiceIQ Academic Committee did not grant any new programme approvals at this meeting;

c. Note that the ServiceIQ Academic Committee agreed to extend contracts for current Contracted Assessors until June 2026;

d. Note that the ServiceIQ Academic Committee requested a review of the complaints process and policy to ensure clarity to employers, trainees and staff; and

e. Note that the ServiceIQ Academic Committee suggested amending the frequency of the Academic Committee Meetings to be held every two months instead of monthly, supplemented by intersessional meetings as required, pending approval from SLT.

CARRIED

4.12 NorthTec - March and April 2025

Resolved *(K. Hewitson/F. Moyer)*

THAT Te Poari Akoranga:

a. Receives the report titled NorthTec Academic Committee Report 13 March 2025

b. Notes that the NorthTec Academic Committee approved:

- *Changes to the Academic Quality Assurance Committee Terms of Reference*
- *Academic Committee Delegations*
- *Granting of the awards outlined in the Awards Report*
- *Changes to the Academic Committee Terms of Reference.*

c. Notes that the NorthTec Academic Committee ratified:

Type 1 Programme Changes

- *NZ Certificate in Study and Employment Pathways (Level 4): Add course: 4108 – Wellness and Human Development to Social Services Pathway.*

CARRIED

Resolved *(K. Hewitson/F. Moyer)*

THAT Te Poari Akoranga:

a. Receives the report titled NorthTec Academic Committee Report 10 April 2025

b. Notes that the NorthTec Academic Committee approved:

- *Granting of the awards outlined in the Awards Report*

c. Notes that the NorthTec Academic Committee ratified:

New Temporary Teaching site

- *Te Iwi o Te Roroa (Waipoua Forest Visitors Centre), 1 Waipoua River Road, RD6, Waipoua Forest.*

Open minutes for Te Poari Akoranga | Academic Board 26 June 2025 | 10

● *For the delivery of NZ Certificate in Forest Industry Foundation Skills (Level 2)*

Other agreements

● *Changes to local policies.*

CARRIED

4.13 Wintec - May 2025

Resolved *(K. Hewitson/F. Moyer)*

THAT Te Poari Akoranga:

a. Receive the report titled 'Wintec Komiti Akoranga Report – April 2025

b. Note that the proposed March meeting of Komiti Akoranga was cancelled due to other priorities;

c. Note that Wintec Komiti Akoranga - Academic Committee approved Type 2 changes to Wintec legacy programmes:

● *New Zealand Certificate in Horticulture (Level 3)*

● *New Zealand Certificate in Horticulture Services (Level 4)*

d. Note that Wintec Komiti Akoranga approved the adoption of Te Kawa Maiorooro as its regulatory framework post-Te Pūkenga disestablishment in the event it becomes a standalone tertiary education organisation.

CARRIED

4.14 WITT - February and April 2025

Resolved *(K. Hewitson/F. Moyer)*

THAT Te Poari Akoranga:

a. Receives the report titled 'Western Institute of Technology at Taranaki Academic Committee Report – 26 February & 30 April 2025 Meetings

b. Note that the WITT Academic Committee approved:

Contractual compliance

● *That a further update on the delivery with LearnerMe be provided in the third quarter of 2025*

● *That the Academic Committee recommends assigning responsibility for managing the Red Cross subcontract to a single designated Director/lead*

● *That WITT has representation on the review panel for the national review of the first aid unit standards due to be held in May 2025*

● *That evidence of moderation with Wood Training is provided to the School and assurance provided to the Academic Committee that this is occurring*

- *That contractual compliance oversight of subcontracted delivery is added to the Terms of Reference for Teaching and Learning Committees*

Research outputs

- *The minimum expected number of outputs by programme for 2025*

NZQA 2022 Targeted Evaluation Action Plan

Closure of item 4

- *Certificate Graduands (including micro-credentials and training schemes) – 180 approved*

- *Diploma Graduands – 2 approved*

- *Ratified Special Approval of Graduands – 5 approved.*

- *Ratified eVote approval of Academic Statute 2025*

- *National Programme Committee report on New Zealand Certificate in Pest Operations (Level 3).*

CARRIED

5. Any other open business

There was no other open business.

6. Resolution to exclude the public

Resolved *(K. Hewitson/D. Young)*

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)
7.	**Administration – public excluded**	
7.1	Minutes of the public excluded portion of the meeting held 13 March 2025	Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
7.2	Actions	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
8.	**Academic risk monitoring**	Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA Section 9(2)(h) OIA
9.	**Ngā ohu whakahaere o Te Poari Akoranga (closed reports)**	
9.1	Te Ohu Whakahaere Approvals	Section 9(2)(a) OIA Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
9.2	Te Ohu Whakahaere Academic Quality	Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
9.3	Te Ohu Whakahaere Appeals final minutes for approval	Section 9(2)(a) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
9.4	Resignation from Te Ohu Whakahaere Rangahau Research and Postgraduate	Section 9(2)(a) OIA
10.	**Any other closed business**	Section 9(2)(b)(ii) OIA 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 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.

CARRIED

The meeting closed at 10.38am.

Te Pūkenga report

Te Pūkenga

26 June 2025

Report to	Te Poari Akoranga
Title	Te Ohu Whakahaere Approvals – 16 June 2025 - open
Provided by	Leoni Drew and Kim Davis – Te Ohu Whakahaere Approvals co-chairs
Author	Haley Passmore, Governance Advisor
For	Information
Classification	Unclassified
Endorsement (if any)	NA

Recommended resolutions

It is recommended that Te Poari Akoranga (Te Poari):

1.	Receives the report titled 'Te Ohu Whakahaere Approvals – 16 June 2025 - open'.
2.	Notes that Te Ohu Whakahaere Approvals approved the new delivery site application NZ2455 for New Zealand Certificate in Business (Accounting Support Services) (Level 4), to add WITT as a delivery site, be submitted to the New Zealand Qualifications Authority.

Te tāhuhu kōrero | Background

1. Te Ohu Whakahaere Approvals (Te Ohu) met online via Microsoft Teams on 16 June 2025. This meeting was rescheduled after not achieving quorum for the meeting originally scheduled for 11 June. Apologies were received from Liz McKenzie, Denise Williams, and Harry Leder.

New delivery site application NZ2455 for New Zealand Certificate in Business (Accounting Support Services) (Level 4)

2. In its public excluded session, Te Ohu approved a new delivery site application NZ2455 for New Zealand Certificate in Business (Accounting Support Services) (Level 4), to add WITT as a delivery site, be submitted to the New Zealand Qualifications Authority, subject to the incorporation of any feedback from te Ohu.

3. It resolved that the resolutions be made public but that the report and discussion remain public excluded.

Ngā tāpiritanga | Appendices

Appendix 1: Te Ohu Whakahaere Approvals agenda – 16 June 2025 - open

Te Pūkenga

Pūrongo a Te Poari Akoranga a Te Pūkenga | Academic Board Report

26 June 2025

Title	Competenz Academic Report June 2025
Provided by	Competenz Local Academic Committee
Author	Pip Walsh, General Manager Learning Design and Innovation

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

a)	Receives the report titled 'Competenz Academic Report June 2025' that covers the May-June calendar month.

Whakarāpopototanga | Summary

Competenz Local Academic Committee met 12 June 2025.

- Risk register / Issues log reviewed and updated

- NZQA Updates:
  - Submitted 4 June 25 and approved 10 June:
    - NZC in Tree Felling and Clearing (Non-Production) (Level 3) with optional strand in Hazardous Tree Management
    - NZC in Forestry Operations (Level 3) with strands in Basic Machine Operations, Mensuration, Production Thinning, Planting, Pruning, and Thin to Waste
    - NZCin Forest Harvesting Operations (Level 3) with strands in Basic Machine Operation, Breaking Out - Cable, Landing Operations, and Tree Felling
    - NZA in Forest Harvesting Operations (Level 4)
  - New POS for NZC Mechanical Engineering Level 3 at RFI with NZQA
- No MCDM for this month.

- Post moderation submission date for Waihanga Ara Rau extended to Q3 to enable sufficient recent samples

- Problematic subcontractor raised with NZQA

- Consistency reviews:
  - 2735 NZC Food & Beverage Processing, Level 2– Sufficiency gained
  - 2736 NZC Food & Beverage Processing, Level 3– Sufficiency gained

  - No RPL/CRT applications received for May-June 25.

  - No new appeals / academic integrity issues identified for April 25

- Next hui scheduled for 17 July 2025.

Te Pūkenga

Pūrongo a Te Poari Akoranga a Te Pūkenga | Academic Board Report

26 June 2025

Title	Tai Poutini Polytechnic Academic Committee Report 3 June 2025
Provided by	Deborah Young, Chair of Academic Committee
Author	Emily Miller, Committee Secretary

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

a)	Receives the report titled "*Tai Poutini Polytechnic Academic Committee Report 3 June 2025*";
b)	Notes that Tai Poutini Polytechnic Academic Committee approved: • Graduands of two qualifications.

Whakarāpopototanga | Summary

The Tai Poutini Polytechnic Academic Committee convened on Tuesday, June 3, 2025, from 10:30am AM to 12:00 PM. The meeting was held in the Conference Room at the Greymouth campus.

A quorum was achieved with six members present and no apologies.

Sub-delegations exercised

Sub-delegation	Details of how this has been exercised by the Local Academic Committee
Approval and release of learner results, confirming that all necessary academic and administrative requirements have been met for graduation.	- 2 Graduands of the New Zealand Certificate in Civil Infrastructure Bulk Earthworks (Level 3). - 2 Graduands of the New Zealand Diploma in Mining and Quarrying (Supervision) (Level 5).

Other matters

Programme Evaluations

The Committee discussed the Programme Evaluation process and provided feedback to further develop and streamline the Programme Evaluation report template.

Moderation

The Committee received an update on the 2025 Internal Moderation Plan.

Consistency Reviews

The Committee received an update on the 2025-2026 consistency review schedule.

Pūrongo ki Te Poari Akoranga a Te Pūkenga | Academic Board Report – Tai Poutini Polytechnic Academic Committee Report June 2025
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Te Pūkenga

Pūrongo a Te Poari Akoranga a Te Pūkenga | Academic Board Report

26 June 2025

Title	Ara Institute of Canterbury Academic Committee report 5 June 2025
Provided by	Darren Mitchell, Chair of Academic Committee
Author	Emily Miller, Committee Secretary

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

a)	Receives the report titled "Ara Institute of Canterbury Academic Committee report 5 June 2025";
b)	Notes that the Ara Institute of Canterbury Academic Committee approved: - Programme Change to the Postgraduate Certificate in Professional Supervision - Changes to APP803 Research and Knowledge Transfer Policy - Changes to APP803c Research Project/Programme Application - Changes to APP803d Conference Application - Changes to APP803g Project/Programme Grant Application.

Whakarāpopototanga | Summary

The Ara Academic Committee convened on Thursday, June 5, 2025, from 9:00 AM to 12:00 PM. The meeting was held in the Executive meeting room (G202) at the Madras Street campus.

A quorum was achieved with thirteen members present and three apologies.

Whai whakaaro me whakatau rānei | Discussion / decision

The Ara Institute of Canterbury Academic Committee approved:

- Programme Change to the Postgraduate Certificate in Professional Supervision
- Changes to APP803 Research and Knowledge Transfer Policy
- Changes to APP803c Research Project/Programme Application
- Changes to APP803d Conference Application
- Changes to APP803g Project/Programme Grant Application.

Pūrongo ki Te Poari Akoranga a Te Pūkenga | Academic Board Report – Ara Institute of Canterbury Academic Committee report June 2025
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Sub-delegations exercised

Sub-delegation	Details of how this has been exercised by the Local Academic Committee
Review and approval of changes to existing courses and programmes and approval of the withdrawal/closure or suspension of existing courses or programmes.	Programme Changes Approved: • CH4066 Postgraduate Certificate in Professional Supervision Extensions to Programme Reapproval Dates: • Graduate Diploma in Information and Communication Technologies *The extension to the reapproval date for the Graduate Diploma in Information and Communication Technologies is not approved. Instead, the team are asked to continue with the development at pace.*
Review and approval of changes to existing Academic Policies.	• Changes to APP803 Research and Knowledge Transfer Policy • Changes to APP803c Research Project/Programme Application • Changes to APP803d Conference Application • Changes to APP803g Project/Programme Grant Application

Other matters

External Degree Monitor Reports and Response Plans:
- Bachelor of Applied Science
  Further work required.
- Bachelor of Musculoskeletal Health and Postgraduate Diploma in Osteopathy
  Further work required.
- Bachelor of Medical Imaging
  Further work required.

Standing Items:
- Te Tiriti and Māori Success Update.

Pūrongo ki Te Poari Akoranga a Te Pūkenga | Academic Board Report – Ara Institute of Canterbury Academic Committee report June 2025
Page 2 of 2

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Te Pūkenga

Pūrongo a Te Poari Akoranga a Te Pūkenga
Academic Board Report

26 June 2025

Title	Wintec Komiti Akoranga Report – May 2025
Provided by	Wintec Quality and Academic Unit, on behalf of Komiti Akoranga – Academic Committee
Author	Talia East, Institutional Quality Manager

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

a)	Receive the report titled 'Wintec Komiti Akoranga Report – May 2025';
b)	Note that the June meeting of Komiti Akoranga had been rescheduled for 25 June;
c)	Note that Wintec Komiti Akoranga - Academic Committee approved changes to its China academic entry equivalent for entry into level 5 programmes and bachelor degrees.

Whakarāpopototanga | Summary

1. Since its last report in May 2025, Komiti Akoranga met once on 14 May 2025; it is noted that the June meeting, originally scheduled for 11 June, was pushed to 25 June to support legacy programme redevelopment approvals.

2. Komiti Akoranga received an update from the Operations Lead on external mahi progressing the disestablishment of Te Pukenga; given the transition mahi being undertaken for Wintec to become a standalone institution, key points noted were:

   a. The reworked legislation introduced the potential for ITPs to be standalone, closed, merged, or placed into a federated model.

   b. Establishment Advisory Groups would be appointed for ITPs that were deemed viable to stand alone; announcements around which ITPs were deemed viable were expected at the end of July with TEC also providing guidance around the Establishment Advisory Boards.

3. The komiti received an update from the International team on international student mobility and retention initiatives in which it was reported:

   a. Wintec had established eight exchange and study abroad agreements with institutions in Europe and South America; agreements with South Korea were in progress.

   b. Funding was a key barrier to Wintec ākonga engaging in an exchange opportunities; however, the international team had opened up possibilities for Erasmus funding to alleviate some of those costs.

   c. Retention of international learners was currently 97%, higher than the set target.

Te Pūkenga

d. Questions were raised around the Code of Pastoral Care and the current approach to communicating this to learners; International advised that this was a cross-functional approach, with Marketing utilising the Scala screens in public spaces to advertise the Code using available NZQA resource, but this could be further improved.

e. A proposal was submitted for a change to academic entry equivalents for China for entry into level 5 programmes and bachelor degrees to align with other tertiary education organisations. Concerns were raised about the proposed change and how Wintec could be assured that the change would not disadvantage learners from China. International acknowledged the concerns and noted that their team would monitor learner success data for this cohort and provide an update to Komiti Akoranga in due course. The proposal was approved.

4. A summary of Wintec's Code of Pastoral Care submission was received and included an overview of the national process for developing the Code report for Te Pūkenga; key points noted were:

   a. that Wintec's submission for 2024 was similar to 2023 indicating relatively consistent practice; however, the process for getting information and evidence from teams was challenging indicating a possible outcome of recent transitions and change process as part of Wintec's viability mahi.

   b. that reporting for the 2025 year was not yet clear (national vs local) and that the komiti would receive a further update on this in due course.

5. The komiti received a summary report on the first Semester One Learner Pulse; key points noted were:

   a. The structuring of the reports around the three new faculty Groups had posed some issues with data and reporting; further work was required to ensure that areas of good practice or of concern were not inadvertently hidden while grouped with other subject areas.

   b. The response rate was higher than usual for a Week 5 survey (27%).

   c. Consideration was being given to reintroducing course-level surveys and a memo outlining the options would be presented to Komiti Akoranga later in 2025.

   d. Changes were being made to the teaching surveys in collaboration with the Teaching and Learning Manager to ensure the surveys aligned with kaimahi training and MyPlan goals.

   e. The Komiti discussed the process around NPS (Net Promoter Score) reporting, highlighting the need to ensure that NPS scores were compared against the semester equivalents; recognise that it was normal for the NPS to decrease as the semester progressed; clearly articulate the analysis around 'cultural safety'; and ensure that there was a clear process for tracking and monitoring actions.

Te Pūkenga

Pūrongo a Te Poari Akoranga a Te Pūkenga | Academic Board Report

26 June 2025

Title	NorthTec Academic Committee Report 12 June 2025
Provided by	NorthTec
Author	Joan Taylor, Committee Co-Chair

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

a)	Receives the report titled NorthTec Academic Committee Report 12 June 2025;
b)	Notes that the NorthTec Academic Committee approved: • Granting of the awards outlined in the Awards Report; and
c)	Notes that the NorthTec Academic Committee ratified: • Type 1 changes to the New Zealand Certificate in Cookery (Level 4) • Certificates of Proficiency • Other agreements.

Whakarāpopototanga | Summary

Other matters

The Committee Received the following reports:

- Academic Quality Assurance Report (Open Session)

- Research and Ethics Committee Report

- Qualifications Awards Report

- Academic Risk Register.

The Committee ratified:

- Type 1 changes to programme

- Certificates of Proficiency

- Other agreements.

Pūrongo ki Te Poari Akoranga a Te Pūkenga | Academic Boardl Report – [NorthTec Academic Committee Report] [Junel] 2025   Page 1 of 2

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Te Pūkenga

Awards Report

The Committee received the Qualifications Award Summary Report and confirmed the Certificate, Diploma and Degree requirements have been met. It approved the granting of the awards.

Aroturuki | Monitoring

NZQA Monitoring Report received for New Zealand Diploma in Enrolled Nursing (Level 5).

Updated Academic Risk Register attached.

Ngā Tāpiritanga | Appendices

Appendix 1 – Academic Risk Register

ACADEMIC COMMITTEE – ACADEMIC RISK REGISTER 2024/2025

Item #	Notification received from NZQA	Title of Risk	Description of Risk	Potential consequences	Current mitigation	Date reported to Te Poari Akoranga	Updates
1.	28/03/2019	NZQA Monitoring	NZ 1883 NZ Certificate in English Language (Academic) (Level 4)	Continued delivery of current programme	NZQA Approved action plan completed.	August 2024	
2.	29/09/2021	NZQA Monitoring	NZ 2992 Certificate in Health and Wellbeing (Social and Community Services) (Level 4).	Delivery of programme after current intake/cohort	NZQA approved action plan in place for rest of 2024.	August 2024 Updated report May 2025	**28 March 2025** Email received from NZQA to confirm action plan process is now completed. Further monitoring will be undertaken within 2025-2026.
3.	-	NZQA Consistency Reviews	Concern raised at Academic Committee Meeting 10/10/2024, number of CR to date (8) with final outcome = insufficient (2) = 25%	Future delivery compromised	• Resource now in place provided to support compilation of reports and presentations from individual departments/programmes. • Participants (academic teams) encouraged to attend NZQA workshops.	October 2024	
4.	22/01/2025	NZQA Monitoring	NZ2889 NZ Diploma in Enrolled Nursing (Level 5)	Continued delivery of current programme	Monitoring is at information gathering stage. Initial round of information sent to NZQA 30 January 2025. Further information due to NZQA by 17 February 2025.	February 2025	**9 May 2025** Draft Monitoring Report and Moderation Reports received from NZQA. Report confirms that NorthTec does not meet approval and/or accreditation criteria. Response to the report required by 22 May 2025. **23 May 2025** Final Monitoring Report received from NZQA. Outcome – Does not meet criteria.

Te Pūkenga

Pūrongo a Te Poari Akoranga a Te Pūkenga | Academic Board Report

26 June 2025

Title	NorthTec Academic Committee Report 8 May 2025
Provided by	NorthTec
Author	Lisette Buckle, Acting Chair

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

a)	Receives the report titled NorthTec Academic Committee Report 8 May 2025
b)	Notes that the NorthTec Academic Committee approved: • Type 2 Programme Change to the Bachelor of Nursing Programme • The deregistration of listed Training Schemes and Short Awards
c)	Notes that the NorthTec Academic Committee ratified: • Type 1 Programme Change to the Bachelor of Nursing Programme • Licence to Use Premises Agreements • Other Agreements

Whakarāpopototanga | Summary

Other matters

The Committee Received the following reports:

• Academic Quality Assurance Report (Open Session)

• Research and Ethics Committee Report

• Micro Credential Development Report

• 2025, Sem 1 First Impressions Survey Executive Summary.

The Committee ratified:

• Type 1 Programme Change

• Licence to Use Premises Agreements

• Other Agreements

Te Pūkenga

The Committee approved:

- Type 2 Programme change

- The deregistration of listed Training Schemes and Short Awards.

Aroturuki | Monitoring

NZQA have confirmed the action plan process for the New Zealand Certificate in Health and Wellbeing (Level 4) is now complete. Updated Academic Risk Register attached.

Ngā Tāpiritanga | Appendices

Appendix 1 - Academic Risk Register

Pūrongo ki Te Poari Akoranga a Te Pūkenga | Academic Boardl Report – [NorthTec Academic Committee Report] [May] 2025   Page 2 of 2

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ACADEMIC COMMITTEE – ACADEMIC RISK REGISTER 2024/2025

Item #	Notification received from NZQA	Title of Risk	Description of Risk	Potential consequences	Current mitigation	Date reported to Te Poari Akoranga
1.	28/03/2019	NZQA Monitoring	NZ 1883 NZ Certificate in English Language (Academic) (Level 4)	Continued delivery of current programme	NZQA Approved action plan completed.	August 2024
2.	29/09/2021	NZQA Monitoring	NZ 2992 Certificate in Health and Wellbeing (Social and Community Services) (Level 4).	Delivery of programme after current intake/cohort	NZQA approved action plan in place for rest of 2024. **28 March 2025** Email received from NZQA to confirm action plan process is now completed. Further monitoring will be undertaken within 2025-2026.	August 2024 Update report May 2025
3.	-	NZQA Consistency Reviews	Concern raised at Academic Committee Meeting 10/10/2024, number of CR to date (8) with final outcome = insufficient (2) = 25%	Future delivery compromised	• Resource now in place provided to support compilation of reports and presentations from individual departments/programmes. • Participants (academic teams) encouraged to attend NZQA workshops.	October 2024
4.	22/01/2025	NZQA Monitoring	NZ2889 NZ Diploma in Enrolled Nursing (Level 5)	Continued delivery of current programme	Monitoring is at information gathering stage. Initial round of information sent to NZQA 30 January 2025. Further information due to NZQA by 17 February 2025.	February 2025

Te Pūkenga

Pūrongo a Te Poari Akoranga a Te Pūkenga | Academic Board Report

26 June 2025

Title	MITO Quality Oversight Committee report 5 June 2025
Provided by	Liz McKenzie – Manager Quality and Assessment, Committee Chair
Author	Liz McKenzie – Manager Quality and Assessment, Committee Chair

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

a)	Receives the report titled "MITO Quality Oversight Committee report 5 June 2025".

Whakarāpopototanga | Summary

MITO's Quality Oversight Committee met and discussed matters relating to programme approvals, moderation, and updates relating to recent NZQA consultations.

Sub-delegations exercised

Sub-delegation	Details of how this has been exercised by the Local Academic Committee
Review and approval of changes to existing courses and programmes and approval of the withdrawal/closure or suspension of existing courses or programmes.	1) QOC endorsed the following programmes (MCDM approved) to progress towards submission to NZQA for approval and accreditation: • New Zealand Certificate in Automotive Collision Repair (Level 3) (60 credits) • New Zealand Certificate in Automotive Refinishing (Level 3) (60 credits) • New Zealand Certificate in Automotive Collision Repair (Non-Structural Repairer) (Level 4) with optional strand in Structural Repair Technician (120-200 credits) • New Zealand Certificate in Collision Repair (Advanced Industry Specialist) (Level 5) (70 credits). 2) QOC endorsed the following WDC-developed micro-credentials (MCDM approved) to progress towards submission to NZQA for accreditation to deliver: • Extractive Industries Site Maintenance and Equipment Safety (Level 3, 10 credits)

Pūrongo ki Te Poari Akoranga a Te Pūkenga | Academic Board Report – MITO Quality Oversight Committee report 5 June 2025   Page 1 of 2

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Te Pūkenga

Sub-delegation	Details of how this has been exercised by the Local Academic Committee
	• Extractive Industries Team Leadership and Worker Health (Level 3, 7 credits) • Extractive Industries Leadership and Worker Health Risk Management (Level 4, 16 credits).

Ngā tino raru ka heipū mai | Key risks

Risk title	Description	Potential consequences	Current mitigation
Learners with low literacy/ESOL	Learners with low literacy and/or ESOL using online translators and AI to prepare responses for eLearning assessments	- High workload for assessors and QA Team confirming use of AI, returning assessments, marking re-submissions (with same issues), investigating and following up with Training Advisor, supervisor, Regional Manager, learner - Learners at risk of non-completion of programmes, which will have an impact on MITO EPIs	- Work with learner/workplace to stop use of online translators/AI - QA Team will 'funnel' learners within the system so that internal assessors mark their assessments in the interim (not contracted) - Training Advisor and Regional Manager also working with learner/workplace - Literacy/Numeracy flag at enrolment should prompt suitable support to be implemented, but this may not be suitable/sufficient for those with ESOL

Other matters

There are no other matters which the Committee considered which would be relevant to Te Poari Akoranga.

Te Pūkenga

Pūrongo a Te Poari Akoranga a Te Pūkenga | Academic Board Report

26 June 2025

Title	**Otago Polytechnic Academic Committee Report 8 April 2025**
Provided by	Otago Polytechnic Academic Committee
Author	Caroline Terpstra, Director - Academic Excellence

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

a)	Receives the report titled 'Otago Polytechnic Academic Committee Report 8 April 2025';
b)	Notes that Otago Polytechnic Academic Committee approved the following Type 2 change: • NZ2101 New Zealand Certificate in Cookery (Level 4) • Changes are the result of moving to Version 2 of the Programme and involve replacement/addition of four new courses, reduction of Learning outcomes and changes to assessment activities (moving to portfolio).

c)	Notes that Otago Polytechnic Academic Committee approved the following Type 1 changes:
	1. Minor changes to three courses and replacement of two courses in the following programmes (same changes apply to all):
	  • OT5134 Postgraduate Certificate in Applied Science
	  • OT5135 Postgraduate Diploma in Applied Science
	  • OT5136 Master of Applied Science
	2. CA2358 Master of Architectural (Professional)
	   Addition of new course AR990001 Work Experience (non-credit/non-EFTS bearing) to formally record the completion of 480-hour workplace experience requirement, in order to meet qualification completion requirements.
	3. NZ2889 New Zealand Diploma in Enrolled Nursing (Level 5)
	   Notification of a change to the minimum number of clinical hours resulting in a range across the providers. The Nursing Council requires a minimum of 700 clinical hours. Each Business Division has a slightly different breakdown of hours across the clinical courses. This change has been approved at Ara's Academic Committee.

d)	Notes that the Otago Polytechnic Academic Committee approved one (1) Certificate of Proficiency enrolment.

Whakarāpopototanga | Summary

Approvals

1. There was one (1) Type 2 changes for approval at the April 2025 meeting.
2. There were five (5) Type 1 changes for approval at the April 2025 meeting.

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Other items

The Committee received the following items for noting:

1. Micro-credential and Training Scheme Review – NZQA

    Closure of 3953 Inspiring Communities: Community-Lead Development Facilitation – no longer offered/delivered, has now been Retired and Removed from the accredited list at NZQA.

    4270 Certificate in Person-centred Dementia Care (Level 4) – currently being delivered for the last time – will be Retired and Removed in June 2025.

2. The Product Evaluation Panel recommendations approved by TKM on 10 and 31 March 2025.
3. Updates to Intellectual Property - Mātauraka Māori Policy.
4. Programme Approvals Committee meeting minutes 25 March 2025
5. Te Poari Akoranga update – Scott Klenner.

Aroturuki | Monitoring

The Committee received and discussed the following monitoring reports:

Self-monitoring Programmes:

1. OT 5041 Bachelor of Visual Arts – monitor Wing Tai Hung, Unitec
2. Postgraduate Design Suite – Monitor, Dr Angus Campbell, University of Auckland

    OT5106 Bachelor of Design (Honours)

    Ot5114 Postgraduate Certificate in Design

    OT5115 Postgraduate Diploma in Design

    OT5116 Master of Design

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Te Pūkenga

Pūrongo a Te Poari Akoranga a Te Pūkenga | Academic Board Report

26 June 2025

Title	ServiceIQ - Academic Committee Report – 3 June 2025 meeting
Provided by	ServiceIQ Academic Committee
Author	Ivonne Brooker-Leon, Quality Assurance Manager, Service IQ

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

a)	**Receive** the report titled 'ServiceIQ - Academic Committee Report 3 June 2025';
b)	**Note** that the ServiceIQ Academic Committee did not grant any new programme (POS/PIT) approvals at this meeting;
c)	**Note** that the ServiceIQ Academic Committee accepted the changes made to the Terms of Reference for the ServiceIQ Academic Committee regarding the frequency of the meetings, to allow these to be held every two months instead of monthly, and supplemented by intersessional meetings as required.
d)	**Note** that the ServiceIQ Academic Committee approved re-starting the Qual Link for the New Zealand Certificate in Aviation (Flight Attendants) Level 4.

Whakarāpopototanga | Summary

During the meeting, the ServiceIQ Academic Committee covered the following matters:

- **Programme and Assessment Workplans:**
  - Reviewed WDC Qualification and Standard review programme and development schedule
  - Reviewed the status of Programmes
  - Programme approvals (new, changes, cessations – full quals, LCP, SCP, MC) – requested further information on the Pilot Programme submitted for approval and further resubmission to the committee.
  - Reviewed the Resource Development plan
    - Noted the status of Assessment Development Report
    - Noted the status of the Resource Changes Report.
    - Agreed on the resource changes priorities.
- **Quality Assurance reports:**
  - Reviewed Qual Link Development Report
  - Reviewed Subcontract Agreement updates
  - Reviewed Internal Moderation Outcome Report
  - Reviewed External Pre-Moderation Outcome Report
  - Reviewed External Post-Moderation Outcome Report
  - Received update on 2025 NZQA Consistency Reviews
  - Received update on NZQA External Evaluation Reviews

Te Pūkenga

- o Reviewed Academic Integrity Breaches Register
- o Reviewed Complaints/Appeals Register
- o Reviewed Qualification Framework changes (consultations) and open consultation regarding NZQA fees.
- **Trainer/Assessor Capability**
  - o Reviewed the Assessors Report (including risk groups and assessor status)
  - o Reviewed Assessor Capability (coverage, contract expiries)
  - o Reviewed Assessor Feedback
- **Learner Experiences and Success**
  - o Reviewed learner completion rates
  - o Reviewed expired assessments report
  - o Reviewed Pastoral Care report
  - o Noted update from Workforce Equity Manager.
- **QA Policies**
  - o Received update on policy reviews.
- **Issues and Risk Register**
  - o Reviewed status of the issues and risks register

Aroturuki | Monitoring

Nil to report.

Ngā tino raru ka heipū mai | Key risks

Not all the risks from this Register were reviewed during the meeting. A new risk was added regarding the aviation sector.

Risk title	Description	Potential Consequences	Mitigations	Comments
Competitor - Eatucation	Eatucation is a new competitor selling learning and assessment resources to schools (hospitality) at a much lower rate.	*If* Eatucation, a new competitor selling learning and assessment resources to schools (hospitality) at a much lower rate gains a market hold *Then* this may decrease resource sales from schools *Which will* lead to reduced sales revenue	Key staff working with schools to continue promoting the quality of our resources	Actions: **In progress** Monitoring resources sales and schools' feedback
Assessment storage	Assessments are kept for 18 months for moderation purposes. With limited office and storage space, boxes have been accumulating in offices.	*If* SIQ does not store assessment records safely; securely; in appropriate environmental conditions; and retained in accordance with the Chief	• Disposing old boxes in accordance with Disposal Schedule • Amending policy regarding assessment storage,	Actions: **In progress** Records project under action.

Te Pūkenga

Risk title	Description	Potential Consequences	Mitigations	Comments
		Archivists requirements *Then* records may be lost or privacy breached *Which will* make SIQ in breach of the Public Records and Privacy Acts	destruction and privacy. • Disposing old assessments in secure bins in accordance with Disposal Schedule • Storing assessments in office. • Remote staff storing in external ServiceIQ hard drives. • Arrange contacts with other records management staff in other divisions	
MCD Gateway Programme (Level 2)	MCD delivers Gateway Level 2 using their own resources - similar to a Qual Link offering. Review is overdue to ensure resources and delivery is fit for purpose.	*If* ServiceIQ does not complete moderation on the MCD Level 2 *Then* ServiceIQ can't confirm whether the Assessment methodology is fair, valid, consistent and appropriate given the stated learning outcomes. *Which* will make SIQ in breach of the Consent and Moderation Requirements (CMR) for those standards and possibly fail external moderation.	• Moderation meeting booked • Gateway process review has now been completed	Actions: • QA to complete a moderation and QL review on 18 June in Auckland. **In progress** • QA/IE to review the gateway process with McDonalds – **Closed**
Aviation Risks	Pilot programme may not be able to be delivered if unit standards expire and don't get extended.	*If* Standards related to pilot training expire and are not replaced *Then* we will not be able to deliver our programme and offering to NZDF *Which will* harm our relationship and may reduce sales of other products		Actions: **Closed** Unit standards have been reinserted.
Schools reporting	Schools using ServiceIQ provider	*If* Schools use SIQ's provider code for	• Next steps have been confirmed	Actions:

Risk title	Description	Potential Consequences	Mitigations	Comments
	code for Gateway results.	Gateway results (with or without MoU) without SIQ assessment *Then* misrepresented results may be reported to NZQA *Which will* cause the Record of Achievement of the learner to be incorrect	by Te Pukenga – Reply received 1st April 2025.	**Closed** ServiceIQ will continue to monitor schools reporting, but this is now to be moved to the issues register. Risk has been closed after discussions with NZQA.
LCQ Impersonation cases	concerns regarding fraudulent practice from employers with LCQ assessments	*If* the online assessment and enrolment for LCQ does not have increased validation measures *Then* we will continue seeing fraudulent cases of trainees achieving the standards and LCQ certificate (impersonation or use of AI) *Which will* cause reputational damage to ServiceIQ and lack of trust from Councils or other relevant entities.	• Trained assessors to detect breaches of Academic Integrity. • Statement on assessment noting use of AI is not permitted.	Actions: **Closed** Meeting with licensing representative to confirm cases of impersonation and actions were taken. **In progress** SIQ is reviewing how to reduce risk of impersonation in online assessments. Some changes have already been implemented on the website regarding the enrolment, and further training to Assessors has been completed in May 2025.

Te Pūkenga

Pūrongo a Te Poari Akoranga a Te Pūkenga | Academic Board Report

26 June 2025

Title	Whitireia and WelTec Academic Committee Report 12 June 2025
Provided by	Fiona Beals, Registrar, Head of Information and Reporting
Author	Lorna Vickerman, Committee Secretary

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

a)	Receives the report titled 'Whitireia and WelTec Academic Committee Report 12 June 2025'
b)	Notes that the Whitireia and WelTec Academic Committee approved: Type 2 Changes • PR4624 Bachelor of Nursing Type 1 Changes • PR4851 Bachelor of Health Science • PR4624 Bachelor of Nursing • NZ2470 NZC in Health and Wellbeing (L3) (Health Assistance) (Support Work) • NZ2989 NZC in Health and Wellbeing (Peer Support) (L4) • NZ2992 NZC in Health and Wellbeing (Social and Community Services) (L4) • PR4801 PGC in Primary Health Care Specialty Nursing • PR4862 PGCert in Specialty Care • PR4989 PGDip in Specialty Care

Whakarāpopototanga | Summary

• Meeting was held via Teams on 12 June 2025 with nine members (quorum was met).

Sub-delegations exercised

Sub-delegation	Details of how this has been exercised by the Local Academic Committee
Review and approval of changes to existing courses and programmes and approval of the withdrawal/closure or suspension of existing courses or programmes.	**Type 2 Changes** **PR4624 Bachelor of Nursing** • Programme aim, Rationale and Target Groups of Learners updated (see programme document) • Strategic Purpose Statement: wording changes to update to contemporary language

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Sub-delegation	Details of how this has been exercised by the Local Academic Committee
	• Graduate Profile: wording changes to update to contemporary language
	• Programme Philosophy: revised and reworded to reflect contemporary nursing and educational theories and clearly evidence the focus of programme and more overt practice of integrated concept based learning.
	• Assessment rationale: wording changes to update to current requirements
	• Responsiveness to Māori learners: Updated to reflect the changes in how we respond in this programme
	• Responsiveness to identified groups of learners: Updated to reflect the changes in how we respond in this programme
	• Literacy and numeracy: add this heading to reflect the additional learning support provided for ākonga
	• Learning Activities: reworded to reflect current teaching and learning practice and to match the current programme doc template
	• Structure and Content: wording changes of the description of the structure to reflect the actual structure of the BN curriculum which remains unchanged
	• Learning methods: reworded to align with the revised learning activities
	• Learning hours: Changed to reflect the changes to Clinical hours, SDL and TDL.
	• Entry requirements: updated and changes to international English language requirements.
	• Recognition of Prior Learning: minor wording amendment.
	• Selection criteria: updated to reflect applications are processed as they are received.
	• Assessment requirements: updated to reflect current practice and minimum clinical learning hours (NCNZ) included
	• Eligibility to graduate: reworded to reflect current requirements

Pūrongo ki Te Poari Akoranga a Te Pūkenga | Academic Board Report – Whitireia and WelTec Academic Committee
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Sub-delegation	Details of how this has been exercised by the Local Academic Committee
	• Academic and support staff: reworded to reflect current Nursing education programme standards (NCNZ, 2024) • Course descriptors: all course descriptors have aims, learning outcomes and content updated to reflect actual and contemporary requirements. Updated to take into account Nursing education programme standards and standards of competence for registered nurses (NCNZ) and NZQA requirements. Course requirement has also been updated in all courses. • Course descriptor: NURS 5217, 6227, 7217. Reduction in clinical hours with increase to TDL and SDL hours. This reduction is in accordance with the decreased clinical hour requirements by NCNZ over the 3-year course. • Course descriptor assessments: some wording changes to keep assessment wording unified i.e. use of exam (and not extra words). In 6216 changed the 2 tests with a cumulative grade to two tests worth 20% each and each linked to a specific learning outcome. • All additional praxis courses have been updated in course requirement section • The programme document has been updated to the latest template **Type 1 Changes:** **PR4851 Bachelor of Health Science (Paramedic)** • **9.7 Assessment requirements:** amended to include achievement of all learning outcomes. • **Successful completion of course statement**: added to each course descriptor. • **HSC5321:** Aim, content and outcomes assessed updated, and verb change for all LOs. • **HSC5322:** Wording amendments to all LOs. • **HSC5323:** Cultural Practice in Aotearoa New Zealand. Changes to Aim, Learning Outcomes, Assessment Weightings and outcomes assessed.

Te Pūkenga

Sub-delegation	Details of how this has been exercised by the Local Academic Committee
	• **HSC6321:** Removal of online assessments and clinical portfolio, and addition of written assessment. Redistribution of LOs assessed. • **HSC7320**: Reflection removed from portfolio and replaced with a written case study. Applied Simulated Practice assessment is now a clinical interview in the portfolio. Amendments to weightings and outcomes assessed **PR4624 Bachelor of Nursing** • 8.7 Assessment requirements: updated to include achievement of all learning outcomes. • 'Course Requirements' heading in all course descriptors changed to 'Successful completion of course' and statement amended to include achievement of all learning outcomes • NURS5227: Number of assessments reduced, and weightings redistributed. **NZ2470 NZC in Health and Wellbeing (L3) (Health Assistance) (Support Work)** • Update to version 4 of the qualification including minor changes to Strategic Purpose Statement, Graduate Profile, Education and Employment/Cultural/Community Pathways • '8.7 Assessment requirements' amended to include achievement of all learning outcomes. • Successful completion of course for all courses amended to include achievement of all learning outcomes **NZ2989 NZC in Health and Wellbeing (Peer Support) (L4)** • Minor changes to Strategic Purpose Statement, Education and Employment/Cultural/ Community pathways to update programme to version 3 of the qualification • '8.7 Assessment requirements' amended to include achievement of all learning outcomes. • 'Successful completion of course' statement for all courses amended to include achievement of all learning outcomes. **NZ2992 NZC in Health and Wellbeing (Social and Community Services) (L4)**

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Te Pūkenga

Sub-delegation	Details of how this has been exercised by the Local Academic Committee
	• Minor changes to Strategic Purpose Statement, Education and Employment/Cultural/Community pathways to update programme to version 3 of the qualification
	• Minor change to wording of a learning outcome in HWB4001 and HWB4002.
	• Changes to assessment weightings in HWB4002, HWB4022, HWB4032 and HWB4042 and alignment of LOs to assessment methods in HWB4002 and HWB4022.
	• '8.7 Assessment requirements' amended to include achievement of all learning outcomes.
	• 'Course Requirements' heading changed to 'Successful completion of course' for all courses and statement amended to include achievement of all learning outcomes.
	• HWB4022: Community Health Work Practice
	• LO2 be amended to "Evaluate a health promotion strategy" this will allow ākonga to present their evidence through the written assessment, as you have now proposed.
	• Assessment requirements amended to include achievement of all learning outcomes following assessment materials moderation.
	PR4801 PGC in Primary Health Care Specialty Nursing
	• 8.7 Assessment requirements amended to include achievement of all learning outcomes.
	• 'Successful completion of course' statement updated in all course descriptors to include achievement of all learning outcomes.
	• HSC8501: Primary Health Care and Health Promotion: Learning Outcome 3: Replace 'promoting' with 'achieving'; Determinants of Health added to Content; Learning Outcomes assessed amended for online activities and written assessment.
	• HSC8504 Praxis in the Community Setting

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Te Pūkenga

Sub-delegation	Details of how this has been exercised by the Local Academic Committee
	• Update assessment name to Professional Portfolio
	PR4862 PGCert in Specialty Care
	• '8.7 Assessment requirements' amended to include achievement of all learning outcomes.
	• 'Course Requirements' statement in all course descriptors updated to 'Successful completion of course' and to include achievement of all learning outcomes.
	• **HSC8706 Clinical Leadership**: Aim, Learning Outcomes and content updated to reflect current leadership theory and practice; weightings and Learning Outcomes realigned to assessments
	• **HSC8723 Extended Care Paramedicine 2**
	• Minor wording changes to Learning Outcomes 3 & 4
	• Addition to content
	• Change to Learning Outcomes assessed in Summative Presentation
	PR4989 PGDip in Specialty Care
	• '8.7 Assessment requirements' amended to include achievement of all learning outcomes.
	• 'Successful completion of course' statement updated in all course descriptors to include achievement of all learning outcomes.
	• **PROF8007 Simulation Practice**: Aim, learning outcomes and content updated; Changes to assessment weightings and learning outcomes assessed
	• **HSC8723 Extended Care Paramedicine 2**
	• Minor wording changes to Learning Outcomes 3 & 4
	• Addition to content
	• Change to Learning Outcomes assessed in Summative Presentation
Approval of variations to an individual learner's course/programme of study outside programme regulations.	NA

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Te Pūkenga

Sub-delegation	Details of how this has been exercised by the Local Academic Committee
Approval and release of learner results and recognition of credit for assessment (including assessment of prior learning).	NA
Approval of proposals for research from Te Pūkenga kaimahi and learners involving human subjects (including learner course work research) and a Māori or Te Tiriti/Treaty of Waitangi dimension.	NA

Aroturuki | Monitoring

- Graduate Diploma in Publishing (Applied) Monitor Report 10/4/25
- Bachelor of Creativity Monitor Report 10/4/25

Ngā tino raru ka heipū mai | Key risks

There are no new or emerging risks since the last report.

Other matters

Academic Committee:

- Approved changes to the Whitireia and WelTec Ethics and Research Terms of Reference in response to RIV changes.

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Te Pūkenga

Pūrongo a Te Poari Akoranga a Te Pūkenga | Academic Board Report

Thursday 26 June 2025

Title	Toi Ohomai Academic Committee Report June 2025
Provided by	Toi Ohomai Institute of Technology Academic Committee
Author	Kieran Hewitson Chair Tumu Whenua ā-Rohe 2 | Executive Director Region 2

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

1.	Receives the report titled 'Toi Ohomai Academic Committee Report 11 June 2025, which includes Academic Committee meetings held on 17 April 2025 and 29 May 2025.
2.	Notes that Toi Ohomai Academic Committee approved: • 46 graduates • Academic Services to change the award code to correct the major for a graduate • Research Committee Terms of Reference 2025 • Master Relationship Agreement, Addendum subcontract - New Zealand defence Force to deliver and assess the Toi Ohomai programme of study for NZ2895 New Zealand Certificate in Domestic Maritime Crewing Level 3 • New Permanent Delivery Site – NZ Defence Force, NZ Navy, Stanley Point, Auckland • NMIT Memorandum of Understanding. NMIT accreditation to deliver Toi Ohomai's NZ2426 NZ Certificate in Māori Governance Level 4 • Third subsequent enrolment for one ākonga

Whakarāpopototanga | Summary

1. The following items were considered in the open portion of the meetings:

- Teaching and Learning EPI Report May 2025

- Māori Success Measures Report May 2025

- Research Strategy and Survey Outputs Update

- TEO Consistency for Toi Ohomai - June 2025 to June 2026

- Consistency Summary Report May 2025

- Certificate of Proficiency – Approved by APMC

- Good Iwi Engagement Report

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Te Pūkenga

Sub Committees

Academic Programme Management Committee (APMC)

2. The context of Portfolio Assessment versus Assessment Portfolio was investigated. How this is applied to assessment and provides transparency of embedded tasks; however, the committee recommends showing clear alignment against LOs and GPOs. This will support clarity for external moderation.

3. With the removal of Grow Safe unit standards due to a credit change within the qualification review impacts learners in industry who require these standards, and the team now need to consider a different approach to meet industry needs.

4. Changes to admission requirements to remove the engagement hui for a program application, considerably impacted on the Academic Services application process therefore a need to discuss options required before approval.

5. The committee pushed back on the use of "Demonstrate Knowledge/Understanding of" as this is no longer accepted as learning outcome wording by the committee as it is too vague and not easy to measure.

6. Qualification version update combined GPOs and requirements for successful completion which now better aligns to LOs to GPOs. GPO details outlined in the course descriptors raised questions and a robust discussion why and if GPO details should be detailed in the course outlines and shared with ākonga.

Learning and Quality Standards Committee

Group Quality Committee Reports

7. The Group Quality Committee (GQC) reports are proving to be very informative and key to providing a good overview of what the teams are currently focusing on through highlighting important challenges and issues. Themes across the groups are more evident with good detail on the 'so what' however, the committee encourage these reports to begin focusing on the 'now what', what worked well and any key learnings.

International learners

8. The committee agreed there is a need to check in on support strategies for international learners. There is the potential for a special project to be put in place with the aim of driving growth for international students. It is critical to get in front of the issues for the learner, kaimahi and Toi Ohomai.

Withdrawal rates

9. Pre Te Pūkenga some good project work was happening in the withdrawal space and as we gain control over our business operations the teams will continue to stand up this mahi. The committee agreed there needs to be a focus on withdrawal rates and good practice going forward.

Stakeholder engagement

Te Pūkenga

10. With the disestablishment of Te kāhui Mātauranga, the teams are challenged with gaining authentic stakeholder engagement. The committee suggest Iwi consultation and a stakeholder engagement framework may support this critical feedback for business. There is a need to consider this off the back of previous establishments and how we do this moving forward to elevate the voice of stakeholder feedback.

Internal moderation

11. The onboarding of the new moderation tracker is progressing well. The Quality Advisors continue to discuss the tracker and role of moderation champions at GQCs and a survey will be developed to review and evaluate the end user for the tracking tool.

International learner support

12. The need for a strategy is discussed to inform a different approach to supporting international learners to focus on touch points and look at issues from recruitment to application, arrival, orientation and learning support.

Unit standards

13. An increased focus on unit standard compliance across teams, accountability and understanding what is required and support and guidance continues to reduce risk to the organisation.

Research Committee

14. Update and discussion were held on the contestable research funding for 2025, there will be an EOI round which will be open till end May, a subcommittee will discuss the applications and will then invite full applications to be submitted for the July and August.

15. A discussion was held on the number of post-graduate student applications that were still to come for 2025 (approx. 60). The committee is finding this a lot of work on top of their normal commitments. This will need to be reviewed if it gets more onerous.

16. Three staff research applications were reviewed, these were passed in requiring more work before they could be approved. One staff research proposal was received and approved.

17. Two Rangahau/Research Dissemination Awards were applied for – one was approved for a single member of the research team to attend; the other one was held over to the April meeting pending final manager approval. One was reviewed and declined but after further clarification this has since been approved.

18. Five final reports and one milestone report were received.

19. An update was given on the number of Master student research projects that have been approved over the last two months. This was a total of eight all from Master of Management.

20. Discussion was had on the post-graduate triadic review process – a small working group was proposed to discuss this in more detail.

21. External project notification was received and declined.

22. One substantive change notification was received and approved.

Pūrongo a Te Poari Akoranga a Te Pūkenga | Academic Board Report

26 June 2025

Title	EIT Academic Committee report 12 June 2025
Provided by	Ondene van Dulm, Chair EIT Academic Committee
Author	Jeanette Fifield, Executive Administrator

Te Taunaki | Recommendation(s)

It is recommended that Te Poari Akoranga:

a)	Receives the report titled "EIT Academic Committee report 12 June 2025".
b)	Notes that the EIT Academic Committee approved: • The appointment of degree monitor Dr Carel Bezuidenhout – Bachelor of Business Studies, Graduate Diploma in Business, Graduate Diploma in Professional Accounting • The appointment of external degree monitor, Christine Sumner – Bachelor of Veterinary Nursing. • Programme self-monitoring – Bachelor of Veterinary Nursing.

Whakarāpopototanga | Summary

The EIT Academic Committee did not meet in April 2025.

Key points from EIT Academic Committee meeting held on 19 May 2025

- The EIT Academic Committee considered the following new EIT Quality Management System document sets and associated guidelines:
    - New Generative Artificial Intelligence Tools Policy QA185
    - New Generative Artificial Intelligence Tools Procedure PA185
    - New Generative Artificial Intelligence Tools Guideline AG185-1

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Sub-delegations exercised

Sub-delegation	Details of how this has been exercised by the Local Academic Committee
Approval of appointment/s of degree monitor/s.	• New degree monitor, Dr Carel Bezuidenhout • New degree monitor, Christine Sumner
Approval of programme self-monitoring	• Bachelor of Veterinary Nursing

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Te Pūkenga

Te Poari Akoranga

5. Resolution to exclude the public

It will be moved by the Chair 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)
6.	**Administration – public excluded**	
6.1	Minutes of the closed portion of Te Poari Akoranga 15 May 2025	Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
6.2	Actions	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
7.	**Academic risk monitoring**	Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA Section 9(2)(h) OIA
8.	**Distribution of unified programmes of study following disestablishment of Te Pūkenga**	Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA Section 9(2)(h) OIA
9.	**Research-related Statement of Performance Expectation results for 2024**	Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA Section 9(2)(h) OIA
10.	**2024 Pastoral Code self-review**	Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA Section 9(2)(h) OIA
11.	**Te Pūkenga Investment Plan 2026**	Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA Section 9(2)(h) OIA
12.	**Ngā ohu whakahaere o Te Poari Akoranga (closed reports)**	

Item	General subject of each matter to be considered	Section(s)
12.1	Te Ohu Whakahaere Approvals	Section 9(2)(a) OIA Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
12.2	Te Ohu Whakahaere Academic Quality	Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
12.3	Te Ohu Whakahaere Rangahau, Research and Postgraduate	Section 9(2)(a) OIA Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
12.4	Disestablishment of ngā ohu whakahaere Academic Quality and Rangahau, Research and Postgraduate	Section 9(2)(a) OIA Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
13.	**Any other closed business**	Section 9(2)(b)(ii) OIA 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 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.

And that certain employees from Te Pūkenga, namely, Shannon Neary, Patrick James, and Jamie Smiler be permitted to remain at the meeting, after the public has been excluded because of their specific knowledge in relation to the above items. This knowledge, which will be of assistance in relation to the matters above to be discussed, is relevant to those matters because they have assisted in the progression of such matters.

Karakia whakakapi

Māku e whakakapi te wānanga nei.
I will conclude our shared space.

Kia whakakapia te wānanga nei ki te karakia.
May our shared space be concluded with karakia.

**Kua pau tonu te wā, nā reira māku e whakakapi te wānanga nei ki te karakia.**
We're just about out of time, therefore I will conclude our shared space with karakia.

Karakia whakakapi
Closing incantation

Puritia,
puritia ngā kōrero o te wānanga
puritia Kia ū, kia mau
puritia kia ita
Unuhia, unuhia atu rā
Te tapu o te kāhui o ngā ariki
mauria atu rā ko te kahu ora o Rongo
he rongo taketake
he rongo mau tonu
ka whakamau kia tina,
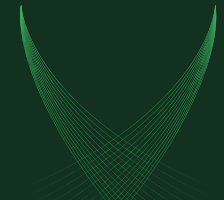**Tīna!** *(everybody)*
Hui e, Tāiki e!

Hold fast,
hold firmly the words of the academy
cement them firmly
fixed in the mind.
Release ourselves
of the decorum of formality
let us take up the life giving
cloak of Rongo
the permanence of peace
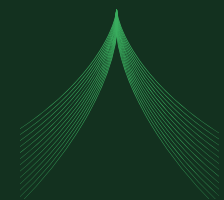and harmony
and bind it firmly,
Firmly!

Our values
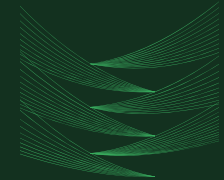
Manawa nui
We reach out and welcome in

Manawa roa
We learn and achieve together

Manawa ora
We strengthen and grow the whole person

Te Pūkenga