

Te Poari Akoranga AGENDA – Open

Date	8 December 2021	
Time	10.00am – 11.45am	
Venue	Online via Microsoft Teams	
Te Poari Akoranga Members	Angela Beaton (Co-Chair) Jeanette Grace (Co-Chair) Linda Aumua Te Urikore Biddle Mary-Liz Broadley Glynnis Brook Neil Carroll Greg Durkin	Lorna Gillespie Jordan Gush Liz McKenzie Doug Pouwhare Sue Smart Natalie Waran Dahrian Watene Deborah Young

Present

Karakia timatanga

Welcome and apologies

Formal welcome to Mary-Liz Broadley and Linda Aumua (Council approval staff committee membership appointments to Te Poari Akoranga at their meeting held on 2 November 2021).

OPEN SESSIONS

	10.00am – 10.10am Whanaungatanga	
1.	10.10am - 10.15am Open Minutes of Previous Meeting Scheduled Meeting – 13 October 2021 For approval	Attachment 1
2.	10.15am – 10.25am Angela Beaton October Academic Report to Te Pūkenga November Council meeting For noting Verbal update – Te Pūkenga November Council meeting For noting	Attachment 2
3.	10.25am – 10.45am Patrick Jones, Stephen Porteners Unified Funding System Verbal update and discussion	
4.	10.45am – 11.05am Julie Thorburn, Richard Nyhof, Rod Bentham Careerforce Collaboration Verbal update, insights, discussion	
5.	11.05am – 11.25am Shane Wohlers, Stephen Porteners, Warwick Pitts Learner Dashboard Update Presentation	

6.	11.25am – 11.40am Angela Beaton, Jeanette Grace, Layelin Stewart Mātauranga Māori Framework Introduction to Layelin Stewart, Senior Māori Advisor	
7.	11.40am – 11.45am Jeanette Fifield Revised Te Poari Akoranga Meetings Schedule 2022 For approval	Attachment 7
STANDING ITEM(S)		
	NZQA Simplifying qualifications and other credentials decisions For information, noting, discussion as required	

	11.45am- 12.30pm Lunch	
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Next meeting – 9 February 2022 (Online via Microsoft Teams)		
Formal motion for Moving into Closed session		
<p>IT WAS RESOLVED THAT TO THE EXTENT THAT THE LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987 (LGOIMA) MAY APPLY, THE PUBLIC BE EXCLUDED FROM THE CLOSED SESSION OF THE MEETING IN ACCORDANCE WITH SECTION 48(1) OF LGOIMA AND THE PARTICULAR INTERESTS PROTECTED BY SECTION 9 OF THE OFFICIAL INFORMATION ACT 1982 (SPECIFICALLY, TO PROTECT THE PRIVACY OF NATURAL PERSONS AND TO PROTECT INFORMATION WHERE THE MAKING AVAILABLE OF SUCH INFORMATION WOULD BE LIKELY UNREASONABLY TO PREJUDICE THE COMMERCIAL POSITION OF TE PŪKENGA, WHICH WOULD BE PREJUDICED BY THE HOLDING OF THE RELEVANT PARTS OF THE PROCEEDINGS OF THE MEETING IN PUBLIC.</p>		

Te Poari Akoranga o Te Pūkenga

1 December 2021

Title	Minutes of the Open Meeting held 13 October 2021
Provided by	Jeanette Fifield – Academic Governance Coordinator
For	Approval

Recommendation

It is recommended that Te Poari Akoranga:

1. Approve the minutes of Te Poari Akoranga **open** meeting held on 13 October 2021 as a true and correct record.

Te Poari Akoranga MINUTES – Open **13 October 2021 from 10.00am – 10.30am, online via Microsoft Teams**

WELCOME AND ATTENDANCE

Karakia Timatanga

The meeting Chair welcomed everyone to the meeting.

Whanaungatanga

Angela Beaton welcomed Linda Aumua and Mary-Liz Broadley (staff committee members) to the meeting. A recommendation for approval of the appointment of the two staff committee members has been submitted to the Council at their meeting to be held on 2 November 2021.

Linda Aumua opened the meeting with a karakia.

Present

Te Poari Akoranga Members

Dr Angela Beaton (Co-Chair)	Lorna Gillespie
Jeanette Grace (Co-Chair)	Jordon Gush
Te Urikore Biddle	Keiran Hewitson
Glynnis Brook (Iatiness)	Liz McKenzie
Neil Carroll	Sue Smart
Greg Durkin	Natalie Waran

Jeanette Grace chaired the meeting.

In Attendance

Jeanette Fifield (Academic Governance Coordinator, Te Pūkenga).

Linda Aumua (Staff Committee member) – Open session.

Mary-Liz Broadley (Staff Committee member) – Open session.

Apologies

Doug Pouwhare, Dahrien Watene, Deborah Young.

1. Open Minutes of the Previous Meeting

Scheduled Meeting

Scheduled Meeting – 8 September 2021.

Correction to the title of Item 3 – for clarification.
Placement of macrons on Māori words.

Resolution:

Te Poari Akoranga approved the minutes of the open meeting of Te Poari Akoranga held on 8 September 2021, as a true and accurate record.

Moved: Natalie Waran

Seconded: Neil Carroll

CARRIED

2. September Academic Report to Te Pūkenga October Council Meeting

- The Council received the September Te Poari Akoranga report. The key updates for the Council from the September Te Poari Akoranga meeting were noted.

The members received a verbal overview of the key updates.

Te Poari Akoranga acknowledged the development work undertaken by the sub-working group for ngā ohu whakahaere.

3. Ngā Ohu Whakahaere Terms of Reference(s)

The members received the approved terms of reference for ngā ohu whakahaere, Quality, Approvals and Rangahau, Māori Research and Postgraduate, for information.

Action: The Academic Governance Co-ordinator will revise the formatting of the Terms of Reference to provide consistency to the style template, prior to publishing.

4. NZQA Simplifying qualifications and other credentials decisions

The members received information, following consultation on the simplification of vocational qualifications and other credentials, which included a summary of the feedback received, frequently asked questions sheet and a poster information sheet about the high-level qualification arrangements under RoVE.

Discussion included:

- What are the next steps and will there be an opportunity for further consultation on the proposed legislative changes?
- Te Pūkenga's response, as a stakeholder, to the content of the amended Act, when it is introduced.
- Clarification of Te Poari Akoranga support and collective response, going forward.
- Support for continued oversight of this item which may be delegated to the appropriate He Ohu Whakahaere.
- Mātāuranga Māori standards and qualifications and ways to strengthen Te Hono o Kahurangi framework.
- Improving Māori visibility other than that of stakeholder(s).

Action 1: Item 4 be placed as a standing item on the agenda to provide members with an opportunity to discuss key matters as they may arise.

Action 2: Discussion item for the next agenda | How Te Pūkenga will self-assess and how NZQA will assess in the future.

5. Formal Motion for Moving into the Closed session

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

Resolution:

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

Moved: Jeannette Grace
Seconded: Neil Carroll
CARRIED



Pūrongo Kaunihera a Te Pūkenga Council Report

2 November 2021

Title	Te Poari Akoranga Report
Provided by	Angela Beaton, DCE Delivery and Academic
For	Approval Information

Te Taunaki | Recommendation(s)

It is recommended that Council:

a.	receive the academic report from Te Poari Akoranga meeting held online via Teams 13 October 2021 (minutes attached)
b.	approve the appointment of two staff committee members to Te Poari Akoranga o Te Pūkenga.

Te Tāhuhu Kōrero | Background

Key points from Te Poari Akoranga meeting held on 13 October 2021 include:

1. Development of Te Pūkenga Academic Regulations
2. Progressing establishment of Ngā Ohu Whakahaere (academic subcommittees)
3. Initiating a Covid-19 recovery fund project in collaboration with Careerforce
4. Development of Te Pūkenga ethics framework
5. Appointment of two staff committee members to Te Poari Akoranga

1. Development of Te Pūkenga Academic Regulations

A summary of the engagement feedback was provided to Te Poari Akoranga:

- Background to date:
 - The initial draft Academic Regulations was completed mid-April 2021 and endorsed by Council on 1 June to proceed to the network for feedback.
 - The draft document was shared with the network and TITOs from early June to end July with various online feedback mechanisms for feedback and in-person presentations across the motu as part of the Kōtuiti Kōrero visits.
 - Feedback on the Academic Regulatory Framework was received from across the network with submissions from individuals (learners, staff, industry), subsidiaries, associations (e.g., TEU) and TITOs. The feedback was reviewed, and a summary report provided to Te Poari Akoranga.
 - There was qualified support for the enabling framework approach taken in the document although most submissions focused on the underpinning procedures which were not provided in this engagement round. One of the key feedback points highlighted the need for a common terminology for Te Pūkenga and this will be a key focus for the working groups.
 - The feedback summary report with next steps included will be provided to the network at the end of October.

- The following 'next steps' were endorsed by Te Poari Akoranga:
 - A Quality Steering Group comprised of representatives from across the network (including WBL Limited) has been convened to provide oversight and direction for Academic Regulatory Framework working groups that are aligned to each section of the framework, for example: Enrolment; Assessment; Learning and Teaching; Learner Integrity; Concerns, Complaints and Appeals, etc.
 - Working group membership has been drawn from across the network and they will be tasked with defining and developing the required artefacts (policies, regulations, procedures, process maps, forms, guidelines as required) and culturally appropriate approaches for their focus areas. All feedback received during and after the engagement period will be provided to the relevant working group to inform the mahi.
 - The working groups will begin their work at the end of October with draft artefacts to be completed by the end of Q1, 2022. Engagement and feedback will take place across Q2, and approval, implementation, and training in Q3 and Q4.

2. Progressing establishment of Ngā Ohu Whakahaere (Subcommittees of the Academic Board)

Expressions of interest are ready to be sent to TITO and subsidiary ITP staff for the following Ohu Whakahaere:

- Approvals
- Quality
- Rangahau Māori, Research and Postgraduate

The inaugural meetings for these groups will be held in early 2022.

3. Initiating a Covid-19 recovery fund project in collaboration with Careerforce

Te Poari Akoranga noted the agreement between Careerforce and Te Pūkenga to collaboratively develop outputs related to phase three of a Modes of Learning project funded through the Tertiary Education Commission's COVID-19 recovery fund.

4. Development of Te Pūkenga ethics framework

Te Poari Akoranga endorsed the proposed development approach for Te Pūkenga ethics framework:

- As a guiding framework, it is envisaged that Te Pūkenga ethics framework will be visionary and aspirational for all. It is an opportunity to create an all-inclusive¹ ethical framework for all forms of research and teaching that extends beyond mandated legislation² to support Te Pūkenga in achieving its Charter and stated objectives. It is also an opportunity to gently

¹ All-inclusive indicates the vast areas of research at the Institutes including but not limited to human, animal, environmental, archaeology, history, business, science, and the use of archiving/records in research, research/stories and history music and art.

² It is important that the ethical framework can extend beyond what is mandated through legislation such as the Animal Welfare Act (via the Animal Ethics Committees overseen by the National Animal Ethics Advisory Committee, administered via the Ministry of Primary Industries), and human research ethics bodies and the health and disability legislation (such as the Health Research Council approved committees).

- direct Te Pūkenga research down the line that is of benefit to Māori, and underserved learners and communities.
- The main concerns for many indigenous peoples in research revolve around respect for their indigenous rights, control over research processes and reciprocity within research relationships to ensure that equitable benefits are realised within indigenous groups. Māori have identified similar issues, particularly in relation to the contribution that research can make towards addressing inequalities within our society, and these concerns can be aligned with the principles of Te Tiriti o Waitangi.³
- The proposal is to develop a research ethics framework for Te Pūkenga that will reflect Māori-Crown partnerships in order to— (i) ensure that its governance, management, and operations give effect to [Te Tiriti o Waitangi](#); and (ii) recognise that Māori are “key actors in regional social, environmental, and economic development” as written into Te Pūkenga Charter⁴. Drawing on Te Pae Tawhiti (2020 to 2025).
- Te Pūkenga ethical framework should recognise and respect the established rights and interests of Māori communities, hapū and iwi, including obtaining necessary permissions to use existing mātauranga Māori and giving consideration to matters of ownership of new knowledge created during the research activity with communities, hapū and/or iwi.
- One of the goals for Te Pūkenga ethical framework is to normalise Māori world views and practices in how research is conceptualised and operationalised within Te Pūkenga. Key to the normalisation of Māori world views and practices is the acceptance of Mātauranga Māori and associated Tikanga as valid and valuable practice in research. This acceptance extends to Rangahau Māori principles and terminology.
- The concept of 'Kaitiakitanga' within Te Pūkenga research and rangahau discourse and practice will also be key. Ko tā Te Pūkenga tūranga, he kaitiaki. The role of Te Pūkenga (in research) is that of Kaitiaki. This also links to other Te Pūkenga workstreams relating to the data governance and the protection of taonga, including mātauranga Māori.⁵⁻⁶⁷
- This overall approach will help address one of the main concerns for many indigenous peoples in research – respect for their indigenous rights, control over research processes, and reciprocity within research relationships to ensure that equitable benefits are realised within indigenous groups (Hudson and Russell, 2009).
- Applying a tikanga-based, Māori ethical framework that has conceptual fit with Kaupapa Māori aspirations, will not only be of benefit to Māori communities but also for Pacific communities and New Zealand as a whole. This is a wonderful opportunity to create something that is future focussed and enabling and can be used across all research and teaching within our sector.

The project will follow a three-stage process, involving different stakeholders to ensure that the framework delivers as required. Stage 1 is already underway involving Te Kotahi Research Institute at the University of Waikato, led by Associate Professor Maui Hudson, with his team. Rangahau Forum members, Prof David Tipene-Leach and Dr Tepora Emery (Rangahau Māori Chair) along with Dr Heather Hamerton (Research Directors Chair) will provide support at all stages, and will link with Tania Tarawa (Kaikōkiri Tiriti Partnerships and Māori-Crown Relations) and Aroha Armstrong (Kaikōkiri

³ Hudson, M.L. & Russell, K. (2009). The Treaty of Waitangi and Research Ethics in Aotearoa. *Journal of Bioethical Inquiry*, 6(1), 61-68.

⁴ Education and Training Act 2020, Schedule 13, s 4(d) (Te Pūkenga—New Zealand Institute of Skills and Technology's charter).

⁵ Beaton, A., Hudson, M., Milne, M., Port, R. V., Russell, K., Smith, B., ... & Wihongi, H. (2016). Engaging Maori in biobanking and genomic research: a model for biobanks to guide culturally informed governance, operational, and community engagement activities. *Genetics in Medicine*, 19(3), 345-351. doi:10.1038/gim.2016.111

⁶ Hudson M, Beaton A, Milne M, Port W, Russell K, Smith B, Toki V, Uerata L, Wilcox P. (2016). He Tangata Kei Tua: NZ National Guidelines for Biobanking with Māori tissue. Hamilton, New Zealand: University of Waikato Maori and Indigenous Governance Centre.

⁷ Hudson M, Beaton A, Milne M, Port W, Russell K, Smith B, Toki V, Uerata L, Wilcox P. (2016). He Tangata Kei Tua: NZ National Guidelines for Genomic Research with Māori. Hamilton, New Zealand: University of Waikato Maori and Indigenous Governance Centre.

Tiriti Futures) from Te Pūkenga Partnerships and Equity team to ensure alignment and integration with other Te Pūkenga workstreams.

- STAGE 1: Development of Te Pūkenga ethics framework that has conceptual fit with Kaupapa Māori aspirations, to guide research and research processes, as well as the use of animals in teaching across Te Pūkenga (October to December 2021)
 - Kohikohi whakaaro: Review existing Māori frameworks⁸ and bring commonalities of these together;
 - Hui tuatahi: Workshop with Rangahau Research Forum on Māori frameworks, Māori ontology, and key elements of a Te Pūkenga ethical framework;
 - He kōwhiringa: Draft options for a Te Pūkenga ethical framework;
 - Hui tuarua: Workshop the options with Rangahau Research Forum and stakeholders; and
 - Prepare a draft Te Pūkenga Ethics framework to guide research and research processes in preparation for Stage 2.
- STAGE 2: Test and Modify the proposed working framework (January to April 2022)
 - Test the new framework using a number of varied ethics applications (as working examples) to understand how it operates in practice, and consider any modifications that need to be made,
 - Consult existing Ethics Committees and members to gain valuable feedback regarding operation of the framework,
 - Test the new Framework in relation to Animal and Human Ethics as well as additional areas where up to now there has not been a process for consideration of Research Ethics (e.g., Environmental/Taonga/Archives/History),
 - Make any modifications necessary and gain approval for Te Pūkenga Ethics Framework via Te Poari Akoranga and then Te Pūkenga Council.
- STAGE 3: Develop the operational processes required for use of Te Pūkenga ethics framework in decision making (April to June 2022)
 - Once approved, develop the *guidelines* and process for use of the new Kaupapa Māori Te Pūkenga Ethics Framework and also the questions that should be addressed when putting together a research or teaching proposal where Ethics approval is required (for example, a decision-making tree to help guide the researcher/tutor when considering the ethics of their proposed approach).
 - The steering committee (Rangahau Research Forum) should oversee this work.
 - Once a framework has been agreed – the transition process can begin via existing research ethics committees in the network. This will ensure that the new kaupapa is socialised, staff development is underway, members have been recruited, and everything is in place ready for the start of 2023.
 - As part of the process, the composition of ethics committees locally will need to be considered.
 - The over-arching research policies, procedures, forms and templates related to the ethics process will need to be developed.

⁸ Review existing Māori frameworks including but not limited to those referenced alongside (Came, 2013; Citation: National Ethics Advisory Committee – Kāhui Matatika o te Motu, 2012; Cram, 2003, 2007; M. Hudson et al., 2010; National Ethics Advisory Committee., 2019; Simmonds, 2020)

5. Appointment of two staff committee members to Te Poari Akoranga

In line with Te Poari Akoranga terms of reference, two (2) staff committee members have been nominated via Te Pūkenga Staff Advisory Committee:

- **Mary-Liz Broadley**, Senior Lecturer, Open Polytechnic of NZ – **1 year**
Strengths in:
 - Vocational education and distance delivery
 - Working collaboratively with diverse communities
- **Linda Aumua**, Head of School, Healthcare & Social Practice, Unitec – **1 year**
Strengths in:
 - Vocational education and quality assurance systems
 - Pacific education – equity of learner outcomes
 - Research active

Te Poari Akoranga o Te Pūkenga has been operating for over a year with a transition membership and is moving towards full membership as set out in the approved Terms of Reference. The full approved membership is as follows:

- Tangata Whenua member (co-Chair)
- Deputy Chief Executive, Delivery and Academic (co-Chair)
- Two (2) enrolled learners from the learner committee of Te Pūkenga (established in accordance with section 325(1) of the Act)
- Two (2) members from the Māori Advisory Committee of Te Pūkenga (established in accordance with section 325(1) of the Act)
- Two (2) members from the staff committee of Te Pūkenga (established in accordance with section 325(1) of the Act)
- Deputy Chief Executive, Partnerships and Equity or delegate
- Chief Executive of Te Pūkenga or delegate
- Ohu Whakahaere (national sub-committee) Chairs or delegates

As highlighted in the previous paper provided to Council regarding Te Poari Akoranga, we are actively transitioning from an interim membership to one that aligns with the current Terms of Reference.

Current membership is as follows:

Tangata Whenua member (co-Chair)	Jeanette Grace (Whitireia)
Deputy Chief Executive, Delivery and Academic (co-Chair)	Angela Beaton
Two (2) enrolled learners from the learner committee	Dahrian Watene (Northtec) Jordan Gush (BCITO)
Two (2) members from the Māori Advisory Committee of Te Pūkenga	TBA
Two (2) members from the staff committee of Te Pūkenga	May-Liz Broadley (TBC) Linda Aumua (TBC)
Deputy Chief Executive, Partnerships and Equity or delegate	Ana Morrison, or Delegate
Chief Executive Te Pūkenga	Stephen Town
Ohu Whakahaere (national sub-committee) Chairs or delegates	TBA, will include some of Te Poari Akoranga members below

The following Te Poari Akoranga members will be considered for Ohu Whakahaere membership as these sub-committees are established, to support continuity within Te Poari Akoranga and its Ohu Whakahaere.

- Te Urikore Biddle (Wintec)
- Glynnis Brook (Ara)
- Neil Carroll (Open Polytechnic)
- Greg Durkin (BCITO)
- Lorna Gillespie (Skills Active ITO)
- Kieran Hewitson (Toi Ohomai)
- Liz McKenzie (Otago Polytechnic)
- Doug Pouwhare (Service IQ)
- Sue Smart (NMIT)
- Natalie Waran (EIT)
- Deborah Young (Ara)



Te Poari Akoranga o Te Pūkenga

10 November 2021

Title	Revised 2022 meeting dates schedule for Te Poari Akoranga
Provided by	Jeanette Fifield – Academic Governance Coordinator
For	Approval

Recommendation

It is recommended that Te Poari Akoranga:

1. Give further consideration and approve the revised 2022 meeting dates schedule.
2. Meetings are proposed for the 2nd Wednesday of each month. This aligns with the approach undertaken throughout 2021.

Meetings will be scheduled 10,00am – 2,00pm.

Meetings will be held online via Microsoft Teams.
3. Confirmed Te Pūkenga Council meeting scheduled on 8 June 2022.
Revised Te Poari Akoranga meeting scheduled on 8 June 2022.

Calendar for year 2022 (New Zealand)

January

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31						

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September

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November

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December

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1 Jan • New Year's Day
2 Jan • Day after New Year's Day
3 Jan • New Year's Day day off
4 Jan • Day after New Year's Day day off
6 Feb • Waitangi Day
7 Feb • Waitangi Day day off
14 Feb • Valentines Day
1 Apr • April Fools

15 Apr • Good Friday
16 Apr • Holy Saturday
17 Apr • Easter Sunday
18 Apr • Easter Monday
25 Apr • ANZAC Day
8 May • Mother's Day
6 Jun • Queen's Birthday
24 Jun • Matariki

4 Sep • Father's Day
24 Oct • Labour Day
5 Nov • Guy Fawkes Night
24 Dec • Christmas Eve
25 Dec • Christmas Day
26 Dec • Boxing Day
27 Dec • Christmas Day day off
31 Dec • New Year's Eve