

# Te Poari Akoranga

## AGENDA – Open

<b>Date</b>	9 June 2021
<b>Time</b>	10am – 11.30am
<b>Venue</b>	Online
<b>Te Poari Akoranga Members</b>	Dr Angela Beaton (Co-Chair), Greg Durkin, Lorna Gillespie, Jeanette Grace, Oonagh McGirr, Kieran Hewitson, Nita Hutchinson, Sue Smart, Deborah Young, Glynnis Brook, Natalie Waran, Neil Carroll, Dahrian Watene, Jordan Gush.

### Karakia timatanga

Welcome and apologies – Special welcome to the Learner Representative Members  
Whanaungatanga

### OPEN SESSIONS

1	<b>Open Minutes of Previous Meeting</b> Scheduled Meeting – 12 May 2021	<i>Attachment 1</i>
2	<i>10.10am – 10.20am</i> <i>Angela Beaton</i> <b>May Academic Report to Te Pūkenga June council meeting</b> <b>Verbal update – Te Pūkenga June council meeting</b> For noting	<i>Attachment 2</i> <i>Verbal</i>
3	<i>10.20am – 11.00 am</i> <i>Deborah Young/Jeanette Grace/Nita Hutchinson/Sue Smart</i> <b>Terms of Reference – Ohu Whakahaere Academic Quality</b> <b>Terms of Reference – Ohu Whakahaere Approvals.</b> For consideration	<i>Attachment 3</i>
4	<i>11.00am – 11.30am</i> <i>Angela Beaton</i> <b>Rangahau Research Forum Feedback - Ohu Whakahaere Rangahau, Research and Postgraduate Terms of Reference</b> For consideration	<i>Attachment 4</i>
	<b>Next meeting – 14 July 2021 (via Microsoft Teams)</b>	

# **Te Poari Akoranga MINUTES – Open**

## **12 May 2021 from 10.10am – 10.20am, BCITO Wellington**

### **WELCOME AND ATTENDANCE**

*Karakia timatanga*

Chair welcomed everyone to the meeting.

*Whanaungatanga*

#### **Present**

Dr Angela Beaton (Co-Chair), Greg Durkin, Lorna Gillespie, Jeanette Grace, Kieran Hewitson, Nita Hutchinson, Sue Smart, Natalie Waran, Neil Carroll.

#### **In Attendance**

Kelly Hynes (Minute taker).

#### **Observer**

Chris Williams, Wintec- via Zoom.

#### **Apologies**

Oonagh McGirr

Glynnis Brook

Deborah Young

## **1. Open Minutes of the Previous Meeting**

### **Scheduled Meeting**

Scheduled Meeting – 14 April 2021

### **Resolution**

*Moved by Greg Durkin, seconded by Lorna Gillespie*

Te Poari Akoranga resolved that the minutes of Te Poari Akoranga meeting held on 14 April 2021 were approved as a true and accurate record.

## **2. April Academic Report to Te Pūkenga May Council Meeting**

- Council received the April Te Poari Akoranga report. The key updates for Council from the April Te Poari Akoranga meeting were noted.
- Council received a transitional paper in relation to the move to unifying programmes. A business case is now being prepared.

## **3. Revised Draft Te Poari Akoranga Tikanga Whakahaere**

Revised Draft Te Poari Akoranga Tikanga Whakahaere tabled.

Discussion included:



- Request for all agenda papers to include a cover memo, and for this to be noted in the Tikanga Whakahaere.
- Clarification between open and closed agenda was provided.
- Endorsement to finalise Te Poari Akoranga Tikanga Whakahaere.

## **Resolution**

*Moved by Nita Hutchinson, seconded by Sue Smart*

Te Poari Akoranga resolved to endorse Te Poari Akoranga Tikanga Whakahaere.

## **Closed sessions**

*Moved by Jeanette Grace, seconded by Kieran Hewitson*

Te Poari Akoranga resolved to move to the closed agenda.

*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.*

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# Pūrongo Kaunihera a Te Pūkenga

## Council Report

1 June 2021

Agenda item number	<b>7</b>
Provided by	Angela Beaton, DCE Delivery and Academic
Title	Te Poari Akoranga Report
For	Noting

### Te Taunaki | Recommendation(s)

It is recommended that Council:

a.	receive the academic report from Te Poari Akoranga meeting held at BCITO in Wellington on 12 May 2021 (open minutes attached)
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### Te Tāhuhu Kōrero | Background

- Revised Te Poari Akoranga Tikanga Whakahaere tabled and endorsed by Te Poari Akoranga.
- Te Poari Akoranga provided initial feedback regarding the draft Te Pūkenga Academic Regulations and endorsed the draft Academic Regulations for consultation.
- Project initiation documentation for the Ako, Product Development for Excellence, and Quality workstream progress noted.
- Approved requests for exemption of APER reporting requirements to NZQA noted.
- Ondene Van Dulm, EIT, presented to Poari Akoranga on the Work Integrated Learning project undertaken at EIT as step toward optimising EIT students' opportunities to "learn with purpose", as well as optimising graduates' work-readiness.
- Te Poari Akoranga recommended that the Ohu Whakahaere: Academic Quality be established first and the local academic committee mahi shifted across, and then the Rangahau Māori, Research and Postgraduate and Approvals committees. The sub-working group clarifying the role of existing local academic committees (Komiti akoranga-a-rohe) will also complete a review and develop the draft Terms of Reference and timelines for the establishment of Ohu Whakahaere.
- Update provided on Te Pae Tawhiti subsidiary reports and the Operating Model mahi.
- Eve McMahan and Frannie Aston, NZQA, provided Te Poari Akoranga with an overview of the three NZQA Simplifying New Zealand Qualifications and Other Credentials consultation proposals.

## He Ohu Whakahaere : Academic Quality

### Terms of Reference

Current Version	Previous Reviews	Next Review
Draft		

#### 1. Ngā Tikanga | Purpose

To provide leadership in academic evaluation and quality assurance; and ensure quality improvement by overseeing and monitoring the consistent application of the academic quality assurance system, including developing and recommending to Te Poari Akoranga approval of policies and operating procedures.

#### 2. Role

Te Poari Akoranga delegates He Ohu Whakahaere: Academic Quality to:

- Provide advice, leadership, and recommendations to Te Poari Akoranga that facilitate integrated evaluative quality assurance aligned to Te Pūkenga strategies, values, goals, and planned outcomes
- To drive a culture of continuous quality improvement and self-assessment by providing a forum for discussion to inform strategies, plans and practice for improving learner success and sustainable educational quality
- Monitor evidence-based quality improvement processes and review compliance and effectiveness of quality assurance processes
- Manage the development, implementation and review of academic policies and procedures ensuring appropriate consultation.

#### 3. Mematanga - Membership

He Ohu Whakahaere: Academic Quality will consist of members drawn from across the network with relevant, demonstrated skills and experience. Appointments will be made by Te Poari Akoranga in accordance with the terms of reference for the ohu, reflecting the value of context and appropriate geographical spread of representation. All Chair appointments will be made by Te Poari Akoranga.

Membership will represent a broad range of interests through the contribution of their expertise, experience, and perspectives. Appointments will comprise the following:

- Ohu Whakahaere - Quality (Chair)
- Kaiārahi/Director Māori or equivalent
- Two (2) Academic Quality Managers or equivalent
- Four (4) Senior Academic staff members
- Five (5) staff members
- One Marketing representative
- One LearnerJourney representative
- Two learner members nominated by the Te Pūkenga Student Committee.

Members of He Ohu Whakahaere: Academic Quality are expected through the contribution of their expertise, experience, and perspectives to be cognisant of, and reflect where appropriate, the broad range of interests within their respective networks. All decisions must be taken with the paramount driving force being to support Te Pūkenga to achieve its Charter.

At the discretion of He Ohu Whakahaere: Academic Quality further members may be co- opted or seconded. Non-voting observers/understudies from within the network may attend hui unless otherwise stipulated. He Ohu Whakahaere: Academic Quality retains the right to determine whether this is with or without speaking rights.

#### 2 Whakaingoatia | Representation

The designated appointed members are selected on the basis of the following criteria:

- commitment to educational quality and learner achievement
- ability to apply both a local and global view to academic issues
- Academic and specialist knowledge, skills, and experience.

The appointment of new members will be on the basis of gaining a balanced and broad representation.

Appointed or elected members shall hold their position for two years with option of renewal for a third year, with any decision as to renewal to be made by Te Poari Akoranga. Membership of He Ohu Whakahaere: Academic Quality may be revoked by either Te Poari Akoranga or the appointed member at any time by giving four weeks' written notice in writing.

### **3 Tuku mana | Delegations**

From time to time, Te Poari Akoranga may formally delegate specific tasks and/or responsibilities to He Ohu Whakahaere: Academic Quality. In doing so, it requires:

- Any policies related to the responsibilities are formally approved by Te Poari Akoranga
- Minor changes to academic procedures, within academic policy, are delegated to the Chair, Ohu Whakahaere (Quality)
- Major decisions made by the body receiving the delegation are reported to Te Poari Akoranga.

All formal delegations are included in the Academic Delegations Register which is updated at least annually.

### **4 Kōrama | Quorum**

Half the membership plus one member of He Ohu Whakahaere: Academic Quality constitutes a quorum.

If the requirement for a quorum is not met, the hui can proceed, with any recommended actions/motions requiring endorsement by a quorum before they become binding.

### **5 Hui | Meetings**

He Ohu Whakahaere: Academic Quality will determine the frequency with which it meets and will be responsible for maintaining adequate records for reporting to Poari Akoranga. Hui will be conducted according to the schedule agreed on by Poari Akoranga, appropriate to its tasks and delegations.

### **6 Pūrongo | Reporting**

All formal reports will be provided to Te Poari Akoranga in writing and meet the requirements of the agreed reporting schedule. These will include an annual self-assessment report.

## He Ohu Whakahaere : Approvals

### Terms of Reference

Current Version	Previous Reviews	Next Review
Draft		

#### 1 Ngā Tikanga | Purpose

To develop and direct a purposeful and responsive mix of provision matched to need, with a relentless focus on equity, access, and participation to support a culture of equity and diversity where all learners and their whānau are included and valued; and to recommend to Te Poari Akoranga the approval of education and training packages (for example, programmes of study, training schemes and micro-credentials, or equivalent), and associated changes in accordance with approved delegations.

#### 2 Role

Te Poari Akoranga delegates He Ohu Whakahaere: Approvals to:

- Receive and evaluate documentation for programmes or amendments to Programme Regulations and Course Descriptors.
- Receive and approve OFP applications in conjunction with the Deputy Chief Executive: Academic and Delivery
- Approve programmes/products/qualifications at Level 6 and below
- Recommend approval of programmes/products/qualifications Level 7 and above to the te Poari Akoranga for approval, and subsequently for submission to external approval bodies.
- Review and approve accreditation and consent to assess applications.
- Refer matters that constitute academic concerns or risks to the academic integrity of Te Pūkenga to te Poari Akoranga.
- Monitor, maintain and improve the standards of all programmes, including but not limited to harmonisation of programmes; assessment processes including internal and external moderation

#### 3 Mematanga | Membership

He Ohu Whakahaere: Approvals will consist of members drawn from across the network with relevant, demonstrated skills and experience. Appointments will be made by Te Poari Akoranga in accordance with the terms of reference for the ohu, reflecting the value of context and appropriate geographical spread of representation. All Chair appointments will be made by Te Poari Akoranga.

Membership will represent a broad range of interests through the contribution of their expertise, experience, and perspectives. Appointments will comprise the following:

- Ohu Whakahaere - Approvals (Chair)
- Kaiārahi/Director Māori or equivalent
- Two (2) Academic Quality Managers or equivalent
- Four (4) Senior Academic staff members
- Five (5) staff members
- One Marketing representative
- One Learner Journey representative
- Two learner members nominated by the Te Pūkenga Student Committee.

Members of He Ohu Whakahaere: Approvals are expected through the contribution of their expertise, experience, and perspectives to be cognisant of, and reflect where appropriate, the broad range of interests within their respective networks. All

decisions must be taken with the paramount driving force to support Te Pūkenga to achieve its Charter.

At the discretion of He Ohu Whakahaere: Approvals further members may be co-opted or seconded. Non-voting observers/understudies from within the network may attend hui unless otherwise stipulated. He Ohu Whakahaere: Approvals retains the right to determine whether this is with or without speaking rights.

#### **4 Whakaingoatia | Representation**

The designated appointed members are selected on the basis of the following criteria:

- commitment to educational quality and learner achievement
- ability to apply both a local and global view to academic issues
- Academic and specialist knowledge, skills, and experience.

The appointment of new members will be on the basis of gaining a balanced and broad representation.

Appointed or elected members shall hold their position for two years with option of renewal for a third year, with any decision as to renewal to be made by Te Poari Akoranga. Membership of He Ohu Whakahaere: Approvals may be revoked by either Te Poari Akoranga or the appointed member at any time by giving four weeks' written notice in writing

#### **5 Tuku mana | Delegations**

From time to time, Te Poari Akoranga may formally delegate specific tasks and/or responsibilities to He Ohu Whakahaere: Approvals. In doing so, it requires:

- Any policies related to the responsibilities are formally approved by Te Poari Akoranga
- Major decisions made by the body receiving the delegation are reported to Te Poari Akoranga.

All formal delegations are included in the Academic Delegations Register which is updated at least annually.

#### **7 Kōrama | Quorum**

Half the membership plus one member of He Ohu Whakahaere: Approvals constitutes a quorum.

If the requirement for a quorum is not met, the hui can proceed, with any recommended actions/motions requiring endorsement by a quorum before they become binding.

#### **8 Hui | Meetings**

He Ohu Whakahaere: Approvals will determine the frequency with which it meets and will be responsible for maintaining adequate records for reporting to Poari Akoranga. Hui will be conducted according to the schedule agreed on by Poari Akoranga, appropriate to its tasks and delegations.

#### **9 Pūrongo | Reporting**

All formal reports will be provided to Te Poari Akoranga in writing and meet the requirements of the agreed reporting schedule. These will include an annual self-assessment report.

## Memo

Date	21 May 2021
To	Te Poari Akoranga
From	Rangahau Research Forum
RE:	<b>Ohu Whakahaere Rangahau, Research and Postgraduate Terms of Reference</b>
For	Consideration

### Rangahau Research Forum Feedback - Ohu Whakahaere Rangahau, Research and Postgraduate Terms of Reference

Thank you for the opportunity to review the draft Terms of Reference (ToR) for the Rangahau Māori, Research and Postgraduate Ohu Whakahaere.

Our suggestions for revisions and additions to the draft ToR are based on the May 2020 Letter of Expectations which requires inter alia that Te Pūkenga governance, management and operations give effect to Te Tiriti o Waitangi; and the concurrent need to ensure a robust governance framework and related processes are developed to guide rangahau Māori and research undertaken under the auspices of Te Pūkenga.

We recommend priority be given in the establishment of the Rangahau Māori, Research and Postgraduate Ohu Whakahaere, given the need to bring together the currently diverse rangahau Māori, research and post graduate operations across Te Pūkenga subsidiaries, to progress the development of rangahau Māori and research capability to ensure Te Pūkenga is well-placed to benefit from the forthcoming PBRF quality evaluation round, and to ensure an appropriate ethics regime is in place by December 2022, at which time Te Pūkenga will become the sole legal entity.

Importantly, the establishment of the Rangahau Māori, Research and Postgraduate Ohu Whakahaere will enable guidance to be provided in respect to the development of a robust harmonised research environment in Te Pūkenga.

Ngā mihi  
Heather Hamerton

On behalf of the Rangahau Research Forum

*Revised draft Terms of Reference attached.*

## Notes:

The following notes provide background to the suggested revisions and additions to the draft Terms of Reference (ToR) for the Rangahau Māori, Research and Postgraduate Ohu Whakahaere.

### Role:

The Rangahau Māori, Research and Postgraduate Ohu Whakahaere is a key sub-committee of Te Poari Akoranga and will oversee rangahau Māori, research, and postgraduate programmes across multiple campuses in Aotearoa New Zealand.

There is considerable work to be done to develop an effective Rangahau Māori, Research and Postgraduate capability in Te Pūkenga.

It is suggested that the governance role of the Rangahau Māori, Research and Postgraduate Ohu Whakahaere be expanded to include:

- **Advocacy:** The Ohu Whakahaere should be responsible for ensuring the institution's research role is promoted to partners across New Zealand and internationally
- **Policy:** The Ohu Whakahaere should oversee the development of national policy, protocols and guideline frameworks (in addition to strategy) for rangahau Māori, research and postgraduate programmes in Te Pūkenga
- **Postgraduate:** The Ohu Whakahaere should oversee the harmonisation of existing programmes and implementation of new postgraduate programmes, in particular postgraduate student research
- **PBRF:** The Ohu Whakahaere should be responsible for the oversight of the participation in the Performance Based Research Fund (or its replacement) of Te Pūkenga researchers, including all future submissions and the management of PBRF funding to ensure funding is used to support research
- **Researcher Development:** Many researchers in Te Pūkenga are at an early stage in their research career. We recommend the Ohu Whakahaere oversees the development and implementation of a national Researcher Development Programme
- **National Research Programmes:** The Ohu Whakahaere should be charged with facilitating the development of national research programmes to leverage current Te Pūkenga research capability, further develop research capability, and to support the development of research partnerships, including enhancing research income flows (including from PBRF and commercialisation) and the reinvestment of all research income in research activity and to oversee the monitoring of research outputs and research reporting.

### Whakaingoaia | Representation

It is suggested that Ōritetanga is more explicitly reflected in the membership of the committee, through the appointment of staff members at least 50% of whom have an in depth understanding of mātauranga Māori and rangahau Māori, and/or are experienced in leading research initiatives in partnership with Māori communities.

It is also suggested that academic members of the committee:

- Are represented by experienced research academics with a strong publication record in the areas of focus and related methodologies Te Pūkenga is seeking to develop and achieve national and international leadership
- Are represented by experienced researchers with a demonstrable and substantive background in leading teams of researcher in industry/community partnered and kaupapa Māori research projects
- Are represented by those with experience at the management of staff and student research function at a senior management/executive level in an ITP
- Are represented by research academics who are beginning their career; emerging and early career researchers

It is suggested that a process for appointment of members of the Ohu Whakahaere should be included in its Terms of Reference, including the term of appointment, and that it is not appropriate for Te Poari Akoranga to remove a member of the Ohu Whakahaere simply by giving four weeks' written notice. There should be good reasons and an appropriate process.

#### Two Independent National Ethics Committees

It is not reasonable to assume the proposed membership of the committee will also be able to perform the key function of a national ethics committee, in addition to other committee functions.

It is suggested that the ToR for the Rangahau Māori, Research and Postgraduate Ohu Whakahaere be expanded to include the establishment of an **independent national human ethics committee**, and an **independent national animal ethics committee**, with both reporting to the Ohu Whakahaere Rangahau Māori, Research and Postgraduate.

It is suggested that the purpose of each of these committees be focussed on ensuring Te Pūkenga is compliant with national and international standards for both human ethics and animal ethics, and that Te Pūkenga develops and implements an appropriate research ethics ontology and related processes.

It is also suggested that appropriate national level accreditation be obtained. In the case of the human ethics committee, this would mean HRC accreditation and a structure that includes an external, independent chair and several external committee members to ensure independence, transparency and appropriate expertise (including expertise across the range of rangahau Māori and research activity encompassed by Te Pūkenga) The animal ethics committee would require accreditation by MPI's National Animal Ethics Advisory Committee (NAEAC), internal membership, at least three mandated external members, and an approved Code of Ethical Conduct.

# He Ohu Whakahaere: Rangahau Māori, Research and Postgraduate

## Terms of Reference

Current Version	Previous Reviews	Next Review
Draft		

### 1 **Ngā Tikanga | Purpose**

To support, monitor and lead rangahau Māori, research and innovation, and postgraduate activity in Te Pūkenga such that rangahau Māori and research with Māori, Pacific and low-income communities becomes a primary research focus of Te Pūkenga including:

- to help determine and support the strategic directions and approaches for rangahau Māori, research and postgraduate provision
- to provide oversight of rangahau Māori and research planning, policy, funding and ethics.

### 2 **Role**

Te Poari Akoranga delegates He Ohu Whakahaere: Rangahau Māori, Research and Postgraduate to:

- Develop and recommend to Te Poari Akoranga a pro-equity strategy for research and innovation for Te Pūkenga, including staff research activities and research-based learning programmes that support the Tikanga/Purpose above.
- Oversee the development of national policy frameworks for rangahau Māori, research and Level 8, 9&10 postgraduate programmes in Te Pūkenga, including the provision of advice to the appropriate Te Pūkenga body on the harmonisation and implementation of new postgraduate programmes, including postgraduate student research
- Oversee the participation of Te Pūkenga in research funding mechanism/s for tertiary education organisations, including the institution's submissions process and the management of funding received to ensure funding is used to support research, having regard for regional interests and regional leadership and support for research.
- Oversee the national processes pertaining to contract management of all provider or individual level research grants including resourcing.
- Identify, promote and facilitate rangahau and research activity, with a focus on applied and technological rangahau and research that is partnered with iwi, industry or community; ensure the organisation's research role is promoted to partners across New Zealand and internationally.
- Liaise with regional rangahau, research, postgraduate and ethics committees.
- Facilitate the development of national rangahau and research programmes to leverage current Te Pūkenga research capability, enhance the organisation's core purposes, further develop rangahau and research capability, and support the development of rangahau and research partnerships, including enhancing research income flows.
- Identify, promote and enhance best practice rangahau, research, research capability and innovation, including that relating to research ethics across Te Pūkenga. As part of this actively promote and support the development of rangahau Māori and kairangahau Māori within Te Pūkenga.

- Provide governance of a national ethics committee, providing oversight of regional ethics support and dealing with any potentially complex or contested ethical approvals or issues.
- Monitor the performance of Te Pūkenga in relation to national rangahau, research and postgraduate strategies.

### **3 Mematanga | Membership**

He Ohu Whakahaere: Rangahau Māori, Research and Postgraduate will consist of members drawn from across the network with relevant, demonstrated skills and experience. Appointments will be made by Te Poari Akoranga in accordance with the terms of reference for the ohu, reflecting the value of appropriate geographical spread of representation. All Chair appointments will be made by Te Poari Akoranga.

Membership will represent a broad range of interests through the contribution of their expertise, experience and perspectives. Appointments will comprise the following:

- Te Pūkenga Director Research or equivalent (co-Chair)
- Kaiārahi/Director Māori or equivalent (co-Chair)
- Three research active academic staff members including emerging and early career researchers (drawn from both ITPs and ITOs as appropriate)
- Three academic staff members including emerging and early career researchers who are actively engaged in rangahau Māori (drawn from both ITPs and ITOs as appropriate)
- Five staff members from postgraduate programmes
- Four senior staff members from the rangahau and research area (two from rangahau and two from research)
- Two student members nominated by the Te Pūkenga Student Committee.

Members of He Ohu Whakahaere: Rangahau Māori, Research and Postgraduate are expected through the contribution of their expertise, experience and perspectives to be cognisant of, and reflect where appropriate, the broad range of interests within their respective networks. All decisions must be taken with the paramount driving force to support Te Pūkenga to achieve its Charter. If consensus cannot be reached, decisions will be taken by the co-Chairs of He Ohu Whakahaere: Rangahau Māori, Research and Postgraduate.

At the discretion of He Ohu Whakahaere: Rangahau Māori, Research and Postgraduate further members may be co-opted or seconded. Non-voting observers/understudies from within the network may attend hui unless otherwise stipulated. He Ohu Whakahaere: Rangahau Māori, Research and Postgraduate retains the right to determine whether this is with or without speaking rights.

### **4 Whakaingotia | Representation**

The designated appointed members are selected on the basis of the following criteria:

- commitment to rangahau and research quality with significant experience at the management of staff and student research functions at a senior management/executive level
- ability to apply both a local and global view to rangahau and research needs and strategic direction
- academic and specialist knowledge, skills, and experience in the areas of applied and technological rangahau and research, with a demonstrable track record in industry/community partnered research and and Kaupapa Māori research, a strong publication record in the areas of focus and the related methodologies Te Pūkenga is seeking to develop.
- a mix of emerging, early career and advanced in the above

- members will be selected on the basis of commitment to rangahau and mātauranga Māori; at least 50% of non-student members will have an in-depth understanding of mātauranga Māori and rangahau Māori, and/or are experienced in leading research initiatives in partnership with Māori communities.
- membership will include Pasifika representation
- there will be a representative geographical spread across New Zealand

The appointment of new members will be on the basis of gaining a balanced and broad representation.

Appointed or elected members shall hold their position for two years with option of renewal for a third year, with any decision as to renewal to be made by Te Poari Akoranga. Membership of He Ohu Whakahaere: Rangahau Māori, Research and Postgraduate may be revoked by either Te Poari Akoranga (on the basis of an appropriate process), or the appointed member at any time by giving four weeks' written notice in writing.

## **5 Tikanga | Protocol**

Members of He Ohu Whakahaere: Rangahau Māori, Research and Postgraduate are expected through the contribution of their expertise, experience and perspectives to be cognisant of, and reflect where appropriate, the broad range of interests within their respective networks. All decisions must be taken with the paramount driving force to support Te Pūkenga to achieve its Charter. If consensus cannot be reached, decisions will be taken by the co-Chairs of He Ohu Whakahaere: Rangahau Māori, Research and Postgraduate.

## **6 Tuku mana | Delegations**

From time to time, Te Poari Akoranga may formally delegate specific tasks and/or responsibilities to He Ohu Whakahaere: Rangahau Māori, Research and Postgraduate. In doing so, it requires:

- Any policies related to the responsibilities are formally approved by Te Poari Akoranga
- Minor changes to academic procedures, within academic policy, are delegated to the Chair, Ohu Whakahaere (Quality)
- Major decisions made by the body receiving the delegation are reported to Te Poari Akoranga.

All formal delegations are included in the Academic Delegations Register which is updated at least annually.

## **7 Kōrama | Quorum**

Half the membership plus one member constitutes a quorum.

If the requirement for a quorum is not met, the hui can proceed, with any recommended actions/motions requiring endorsement by a quorum before they become binding.

## **8 Hui | Meetings**

He Ohu Whakahaere: Rangahau Māori, Research and Postgraduate will determine the frequency with which it meets and will be responsible for maintaining adequate records for reporting to Poari Akoranga. Hui will be conducted according to the schedule agreed on by Poari Akoranga, appropriate to its tasks and delegations.

## **9 Pūrongo | Reporting**

All formal reports will be provided to Te Poari Akoranga in writing and meet the requirements of the agreed reporting schedule. These will include an annual self-assessment report.

**10 Independent National Human Ethics Committee (Ohu Whakahaere Tikanga Matatika)**

The national human ethics committee will report to the Rangahau Māori, Research and Postgraduate ohu whakahaere. The purpose of the committee will be to ensure Te Pūkenga is compliant with national and international standards for human ethics and that Te Pūkenga develops and implements an appropriate rangahau and research ethics ontology and related processes.

The national human ethics committee will be HRC accredited and will have an external, independent chair and several external committee members to ensure independence and transparency and to ensure consistency of oversight of ethics processes at Te Pūkenga campuses, with Te Pūkenga researcher membership covering the principal research foci/discipline areas of the institution.

The national human ethics committee will have balanced representation of Māori and Pasifika members.

**11 Independent National Animal Ethics Committee (Ohu Whakahaere Tikanga Matatika Kararehe)**

The national animal ethics committee will report to the Rangahau Māori, Research and Postgraduate ohu whakahaere. The purpose of the committee will be to ensure Te Pūkenga is compliant with national and international standards for animal ethics.

The national animal ethics committee will be accredited by MPI's National Animal Ethics Advisory Committee (NAEAC). In addition to balanced internal membership, the committee will comprise at least three mandated external members to ensure independence and transparency and to ensure consistency of oversight of ethics processes at Te Pūkenga campuses.

The Animal Ethics Committee will have balanced representation of Māori and Pasifika members.