



## **Te Poari Akoranga (Academic Board) MINUTES – Open**

### **Wednesday, 2 November 2022**

#### **Minutes**

These are the Open minutes of a meeting of Te Poari Akoranga held on Wednesday, 2 November 2022 at 9am, online via Microsoft Teams.

#### **Present**

##### **Te Poari Akoranga Members**

Jeanette Grace (Co-Chair)	Hamish Duncan
Linda Aumua	Kieran Hewitson
Fiona Beals	Diane Lithgow
Te Urikore Biddle	Deborah Young
Mary-Liz Broadley	Henry Geary (ILAC representative)

Jeanette Grace chaired the meeting.

#### **In Attendance**

Jeanette Fifield (Academic Governance Coordinator, Te Pūkenga).

#### **Quorum**

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

#### **1. Karakia Tīmatanga**

The Chair welcomed everyone to the meeting and opened the meeting with a karakia.

#### **2. Welcome / Apologies**

The Chair noted apologies received from A Beaton (Open session), J Te Hira, D Pouwhare and T Fairbairn-Dunlop (Open session).

The Chair welcomed new member H Geary, Interim Learner Advisory Committee representative, who replaces S Flowers. A whakawhanaungatanga session took place.

#### **3. Administration**

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

Te Poari Akoranga meeting time, **9am to 3pm** for the remainder of 2022.

### 3.2 Open Minutes of the Previous Meeting

#### Scheduled Meeting – 21 September 2022

**Resolution:**

Te Poari Akoranga approved the minutes of the open meeting of Te Poari Akoranga held on 21 September 2022, as a true and accurate record of the meeting.

**Moved:** J Grace  
**Seconded:** D Young

**CARRIED**

Minor corrections noted.

### 3.3 Matters Arising

#### 4. Proposed Meeting Calendar Schedule 2023

The members reviewed the proposed meeting dates and approved the dates in principal acknowledging additional meeting dates may be scheduled following the completion of the workplan. It was also agreed publication of extra-ordinary meetings was not necessary. Meeting dates have been aligned to the 2023 Te Pūkenga Council meeting dates.

**Action:**

The Academic Governance Co-ordinator will send the 2023 appointment meeting dates to the members.

#### 5. Te Pūkenga Council Report – October 2022

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

### 6. Ohu Whakahaere o Te Poari Akoranga

#### 6.1 Te Ohu Whakahaere Quality

The members received a verbal update which included:

- development of 2023 workplan
- collating a list of frameworks for monitoring by te ohu
- Te Kawa Maiororo - phases of development, engagement, feedback received and update of the framework for endorsement by te ohu
- review of the draft delegations schedule that have come out of Te Kawa Maiororo and providing feedback, acknowledging there is further work to be done to implement the framework

- In relation to the role and function of te ohu, concerns were expressed by te ohu members about not being kept in the loop of the endorsement of quality related documents to Te Poari Akoranga, in particular documents in general making their way out to the network or onto the website without being received and endorsed by Te Poari Akoranga.

D Young commended F Moyer for her unwavering and excellent mahi undertaken throughout all the development phases of Te Kawa Maiooro in readiness for endorsement by te ohu and submission to Te Poari Akoranga for approval.

### **6.1.1 Scheduled meetings held on 19 October 2022**

The members received the minutes of the meeting held on 19 October 2022, for information.

### **6.1.2 Scheduled meeting held on 7 September 2022**

The members received the minutes of the meeting 7 September 2022, for information.

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

The members received a verbal update which included:

- development of 2023 workplan
- development of a flowchart to provide clarity of the roles of ngā ohu (which may flow out of the academic governance structure group)
- acknowledgement of the active engagement (Te Kawa Maiooro) between F Moyer and te ohu. Recommended the postgraduate policy be suspended for now until the additional frameworks are in place
- endorsement of the Research Ethics Framework for Te Pūkenga, submitted to Te Poari Akoranga
  - clarification and advice sought to the use of the word rangahau
  - clarification requested to who creates the process for appointments to the Research Ethics Committee. F Beals responded the process would be managed by te ohu through an EOI process supported by colleagues from the Rangahau Research Forum to stand up some of the processes. Research Ethics and Animal Ethics will also sit under te ohu
  - correction – remove ‘the’ before Te Pūkenga throughout document.

### **7.2.1 Te Matatika Rangahau in Te Pūkenga**

F Beals introduced the framework. Discussion included:

- clarification was provided that the framework is not a Māori framework for Research ethics, rather the framework adopts a kaupapa Māori approach to the development of Te Matatika Rangahau underpinned by Te Ara tika guidelines for Māori Research Ethics
- feedback on the document presented is that it is lengthy (wordy) and takes a bit of reading to get down to the framework (knuckles)
- request to revise and simplify, framing what good ethics incorporating high level statements and consider how we will bring people along for the

- journey and why we have a rangahau Māori lens over the framework
- request to revise headings, placement of component parts and removal of the Charter appendix

The members acknowledged the extensive mahi undertaken throughout the development process by N Waran and the development team, and the ongoing work and projects that have commenced prior to standing-up Te Ohu Whakahaere Rangahau Māori Research and Postgraduate.

After much discussion and as presented, the members request further refinement of Te Matatiki Rangahau to focus predominantly on the framework itself, to provide a succinct and workable document for kaimahi and ākonga; and resubmit back to Te Poari Akoranga.

**Action:**

F Beals (Co-Chair) Te Ohu Whakahaere Rangahau Māori, Research and Postgraduate will speak to N Waran and take back the feedback submitted by Te Poari Akoranga.

**7.2.2 Scheduled meeting held on 11 October 2022**

The members received the minutes of the meeting held on 11 October 2022, for information.

**7.2.3 Scheduled meeting held on 29 September 2022**

The members received the minutes of the meeting held on 29 September 2022, for information.

**7.3 Te Ohu Whakahaere Approvals**

The members received a verbal update which included:

- the approval of 16 unified programmes (including 6 new Programme of Study (PoS) and 1 Work Based Learning PoS hybrid). The programmes have been submitted to NZQA for approval and accreditation.
- an overview of concerns raised throughout the approval process; consultation/ assumptions, embedding of Mātauranga Māori, stakeholder engagement
- review of processes and improvements identified from learnings
- acknowledgement that future reviews and internal processes will be informed by the final Operating Model, for Te Pūkenga in 2023.
- confidence by the members in decisions being made
- ohu resources and consideration of member workload capacity – Phase 1
- providing additional support to the working groups to review critique documents – Phase 2
- upcoming submission of the Bachelor of Social Work degree approval and accreditation application

- an EOI is in progress to replace member K Milne-Ihimaera, who has resigned from te ohu.
- development of 2023 workplan

Te Poari Akoranga commend Te Ohu Whakahaere Approvals and acknowledge the quantum of programmes and the amount of work involved to date.

### **Actions:**

1. Phase 1: D Lithgow and K Hewitson will hold further discussions with A Beaton and T King:
  - ensure operationally the right advice is being communicated across the programmes
  - development plan of what is being developed and timeline of when it will be submitted to te ohu, acknowledging the member workload capacity that will continue throughout 2023 programme approvals and accreditation applications
  - desirable that learning design programmes sit with the curriculum writing team
  - request a list of the programmes that have academic learning design partners who are academic senior advisors in the ADI team
  - acknowledge the operating structure will guide future processes
2. Phase 2: D Young has staff available to provide support to review critique documents after it has been to the working groups, if required.

#### **7.3.1 Scheduled meeting held on 10 October 2022**

The members received the minutes of the meeting held on 10 October 2022, for information.

#### **7.3.2 Scheduled meeting held on 5 October 2022**

The members received the minutes of the meetings held 5 October 2022, for information.

The members commended J Fifield for the succinct and clear and comprehensive set of minutes of ngā ohu meetings.

## **8. Academic Committees – Wintec and Toi Ohomai Divisions**

### **8.1 Toi Ohomai Academic Committee Open Meeting Minutes 29 September 2022**

Received for information.

Te Poari Akoranga note 5.6 student representative to attend the meeting would not be appointed at this point in time.

## **9. Next meeting**

### **9.1 Special meeting**

Wednesday, 16 November 2022, 9am-10am, online via Microsoft Teams  
To approve Te Kawa Maiooro

### **9.2 Next scheduled meeting**

Wednesday, 7 December 2022, 9am-3pm, online via Microsoft Teams

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

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

### **Resolution:**

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

**Moved:** J Grace

**Seconded:** H Duncan

**CARRIED**

The Open session closed at 10.50am.