nzist new zealand institute of skills and technology

Poari Akoranga - Academic Board	Minutes
Wednesday 6 May 2020	**1:30-3:30pm** Via Zoom

Welcome and Attendance

The Chair welcomed everyone to the meeting with a Karakia.

Present
Chris Collins (Chair), Nita Hutchison, Vikki Roadley, Greg Durkin, Glynnis Brook, Natalie Warman, Kieran Hewitson, Sue Smart, Lorna Gillespie, Deborah Young, Neil Carroll, Oonagh McGirr, Jeanette Grace, Kathryn Fraser (minute taker)

Apologies/Absent
Luana TeHira

Introductions

Oonagh McGirr	Dunedin	Otago Polytechnic
Lorna Gillespie	Wanaka	Skills Active
Deborah Young	Christchurch	Ara
Glynnis Brook	Christchurch	Ara
Sue Smart	Nelson	NMIT
Neil Carroll	Lower Hutt	Open Polytechnic
Jeanette Grace	Wellington	Whitireia
Greg Durkin	Wellington/Kapiti Coast	BCITO
Natalie Waran	Napier	EIT
Nita Hutchinson	New Plymouth	WITT
Kieran Hewitson	Tauranga	Toi Ohomai
Vikki Roadley	Timaru	NZIST Establishment Unit
Chris Collins	Napier	Interim CE NZIST

1. Role and Purpose of the Academic Board

The following points were noted:
* The membership of the Academic Board has a mix of backgrounds, skills, and competencies, and represents organisations from across the country including both ITOs and ITPs.
* Academic Board meetings are open; any discussion of a confidential nature will be discussed "In Committee".
* The Mobilising New World academic architecture group was one of seven workstreams and included some of the new Academic Board members.
* The MNW Working Group was tasked with setting up the groundwork, initial thinking around the parameters for a Terms of Reference and the architecture of the national committees, including the existing Academic Boards of the ITPs and where they fit in the NZIST structure.
* The MNW Working Group came up with a glossary as it was obvious early on that there were differences in the language used across the ITOs and ITPs.
* The documents presented are the output from the MNW Working Group and final sign off will be with the NZIST Council.
* The proposal from the MNW Academic Architecture workstream will be made available to members of the Board.   **ACTION:** Chris Collins/Vikki Roadley

* The MNW documents did not detail how the existing ITP Academic Boards will function within NZIST. This Board, to a certain extent, will determine how the structure will work. In the interim, the existing boards (which now become IST Subsidiary Academic Committees) will continue to function as before.

- It is possible that the introduction of the National Committees of Academic Board will be staggered; it was apparent in the MNW Working Group that some may not be required immediately.
- The NZIST Academic Board will need to think about the Appeals Committee and whether there a right of appeal outside of the subsidiary to NZIST, and what the nature of the appeal will be.
- NZIST is not merely a collection of organisations coming together; the goal is to be delivering greater value to the learner experience and employers. There are examples of best practice across subsidiary IST and ITOs and it is the bringing of the best of these together, building on that, and bringing transformational change across the network and providing consistent leaner experience and outcomes.
- Recognising the culture and strengths of each part of the network is important however there will be change and transformation for all the subsidiaries.

<u>Terms of Reference</u>
- It is not expected that a recommendation be made at this initial meeting on the name or the terms of reference.
- Once Academic Board is satisfied with this document, it will go to Council for consideration and approval.
- The name – Poari Akoranga – was suggested by the MNW New Academic Architecture working group. Poari Akoranga was suggested and is yet to be confirmed. Poari is reflective of a Board and Akoranga is all encompassing, referring to learning, subject, discipline, profession, school, educational course, academic programme, academic course, teaching, class, and lesson and includes circumstances of learning, time of learning and place of learning. This will require formal approval from the Council. The rationale was to move away from an entrenched sense of what a Board is, and to incorporate the NZIST Charter. There was also a push for a non-academic name, particularly from ITO members of the MNW Working Group, as the reform was about vocational learning. Poari Akoranga was noted by the NZIST Establishment Board.
- There is a need to socialise the name and to ensure its meaning is understood.
- It was suggested that the national sub-committees be called Komiti Akoranga.
- Colleagues across the whole network will need to understand the new names.
- With regard to the name of NZIST, the Minister will determine the formal name, however there will be recommendations put forward from NZIST.
- Legal advice received indicates the Academic Committees of the subsidiaries are not formal committees of the Subsidiary Boards (such as an Audit Committee for example) but are Committees of the Subsidiary with specific delegations from the Subsidary Board. The NZIST Academic Board and Subsidiary Academic Committees comprise staff and students, not council or board members. The Academic Committees are committees of the Subsidiary with delegated powers from the Subsidiary Boards, who in turn have delegated functions from the NZIST Council
- Each subsidiary Academic Committee will report to their own Subsidiary Board, as well as report through to the NZIST Academic Board.
- In the first year of operation at least is it expected that the Subsidiary Academic Committees need to continue largely as they have functioned when ITP Academic Boards.
- For major items (new programmes and Type 2 changes), the NZIST Academic Board will expect to be aware of these and in some cases a harmonized approach may be adopted. NZQA have indicated they want to see an Academic Board approval for Type 2 changes, however there are some that will be able to be approved at Academic Committee level. A paper and list of the recommendations drafted with NZQA will be sent out to Board members. **ACTION:** Vikki Roadley

- Oversight at NZIST Academic Board level is needed to ensure Subsidiary Academic Boards are exercising appropriate academic oversight of academic activity within the subsidiary. The Academic Board will also consider harmonisation activities across the network to avoid duplication and the same separate developments occurring many times. The Board does not wish to stifle innovation, but does want to promote collaboration, sharing and removing unnecessary duplication of resources, time and effort.
- The granting of awards is a priority consideration with some students expecting to graduate at the end of Semester 1. Each subsidiary will continue to grant awards through to the end of 2022. There will need to be consideration given to the disruption caused by Covid-19 and the related appeals that may result. Each subsidiary needs to have mechanisms to ensure outcomes have been met.
- An overview of the Workforce Development Councils and how they fit in is needed, to keep an eye on moving towards harmonisation. It is not yet clear how these will work. There is significant activity that continues outside of the RoVE parameters across NZIST (Levels 7,8,9, etc) which do not fall within the primary parameters of WDC but are important areas of provision across NZIST.

- The Work-Based Learning National Committee once established will connect strongly with the WDCs.
- This Academic Board must have confidence in the Academic Committee at subsidiary level and must ensure the governance oversight is in place. The Academic Committees will be reporting to their Subsidiary Board and that report will also come to Academic Board. Over time a reporting template should be created to ensure consistency of reporting.
- It was noted that NZIST subsidiaries are now also covered by Company Law and this has meant there are nuanced differences to way the organization will operate.
- Further feedback on the terms of reference is to be sent to Vikki Roadley for collation.

2. Meeting Dates

In time, it is suggested that the Academic Board meet at different subsidiaries.

Vikki Roadley will send out a proposed schedule of dates/times; each member is asked to advise of any issues. Once finalised, these will be put on the website and appointments will be sent out.

3. Operating Parameters

It was agreed to get Bell Gully (NZIST lawyers) to advise members on the legislation. Members of Academic Board are to provide questions for them to address.

4. Harmonisation

An immediate priority will be around beginning a harmonisation project.

The first area of harmonisation will be programme regulations, with the aim is to have this in place by 2021. There is a mandate to do this which will provide a means to get this done.

In general sharing will occur at all levels (1-10) to support harmonization, though aspects of the future operating model have yet to be worked through, and there may be areas of niche or limited EFTS markets for which NZIST will need to make decisions about delivery options and models.

It was noted that the TANZ partners (seven organisations) went through a harmonisation project for programme regulations and this will be used as a starting point to kick the project off. This will be picked up at the meeting.

5. Other Business

The following additional items were noted:
- Covid-19: There is a project occurring across all the institutions (mostly with CEs) to ensure a coordinated and joined up approach to responding to the rebuild and reskilling.
- Documents and Meeting Papers will be made available on the NZIST Teams site.
- Membership of Sub-Committees: it is intended that the chairs of each sub-committee may come from Academic Board. The Academic Board will approve each Terms of Reference/Membership, not the actual members.
- Student Membership: this is still to be defined. A recommended appointment can be made once the Student Advisory Committee is established.

Closure and Next Meeting

Vikki Roadley closed the meeting with a Karakia.

Next meeting date: to be advised

Summary of New Action Items

	Detail	Owner	Due Date
0520-1	The proposal from the Academic Architecture workstream will be made available to members of Academic Board.	CC/VR	June 2020
0520-2	A list of the recommendations made to NZQA regarding Type 2 changes will be sent out to Board members. This will include information on the work surrounding this.	VR	June 2020