

Minutes for Te Ohu Whakahaere Approvals - 13 March 2024

13/03/2024 | 01:00 PM - Auckland, Wellington New Zealand Standard Time

Online via Microsoft Teams

Attendees (11)

Diane Lithgow; Doug Pouwhare; Ginny Vincent; Harry Leder; Kim Davies; Leoni Drew; Liz McKenzie; Maggie Wells; Paul Neuman; Shelley Wilson; Verneeca Taiepa

Apologies:

Denise Williams, Rose Marsters, Paula Simeon, D. Lithgow for lateness (arrived at 1:47pm during item 3.2).

In attendance:

Jennifer Evans (Otago Polytechnic, attended for item 3.2 only), Tim Stevens (Quality Assurance & Approvals), Louise Courtney (Governance Advisory, minutes)

Agenda

Karakia tīmatanga

The hui opened with karakia lead by D. Pouwhare at 1:01pm.

1. Administration

1.1 Welcome and apologies

Apologies were received and accepted from D. Williams and R. Marsters for absence, and D. Lithgow for lateness.

1.2 Minutes of the previous meeting

RESOLVED: (P. Neuman / G. Vincent)

THAT Te Ohu Whakahaere Approvals approve, as a true and accurate record, the minutes of Te Ohu Whakahaere Approvals meeting held 14 February 2024.

CARRIED

1.3 Te ohu membership list 2024

Te ohu membership list was noted.

2. Register of Interests

The register of interests was noted.

3. New Programme Approvals

3.1 Complex Level 3-4 Coachbuilding programme

Discussions covered the following matters:

- Industry training had been approved for Level 4;
- The New Zealand Qualifications Authority (NZQA) had requested a combined Performance Improvement Plan (PIP) and Programme of Study (POS), which would be separated again for funding purposes;
- Some updates were related to the amendments to the most recent version of Te Kawa Maioorooro;
- Feedback from the Te Pūkenga Quality team had been incorporated into document Te Ohu were assessing;
- Structure and Learning Outcomes were sound;
- This is a Level 4 course structure with mapping to Career Education Opportunities (CEO).

In relation to the Learning Outcomes it was noted that:

- NZQA titles were used with indicative content drawn from the related unit standards;
- the modules are competency based with units earned throughout the programme. Practical components may be separate to the theory component of the unit standard;
- 9a and 9b are electives. The workplace will determine which elective is more applicable to the learner.

Assurance was provided that all Graduate Profile Outcomes meet the appropriate level requirements.

Te Ohu raised the importance of being clear in the documentation about what was being approved because a complex of study could not be approved without the Level 3 programme having been previously approved.

RESOLVED: (K. Davies / L. Drew)

THAT Te Ohu Whakahaere Approvals approve for submitting to the New Zealand Qualifications Authority the 4225 New Zealand Certificate in Coachbuilding Level 3.

CARRIED

RESOLVED: (K. Davies / L. Drew)

THAT Te Ohu Whakahaere Approvals approve for submitting to the New Zealand Qualifications Authority the New Zealand Apprenticeship (Complex) in Coachbuilding (Level 3-4).

CARRIED

3.2 New Zealand Diploma in Veterinary Nursing Level 6

J. Evans spoke to the programme proposal noting that:

- Although multiple providers had been running separate programmes, the sector now wanted more consistent outcomes.
- The unification of the programmes will be progressed regardless of the future structure of vocational education.
- Comments raised by the Quality Team have been addressed.

In relation to the Learning Outcomes, there was discussion about the best terms to use to show learners' understanding of the assessment topics at particular levels.

It was clarified that amendments needed to be actioned by the programme developers and to ensure that the content being delivered was reflected in the programme documentation. If there was doubt, Te Ohu advised that the content be removed.

Te Ohu queried the cultural competency and awareness portion of the programme. J. Evans replied that the developers did not want to restrict term cultural to refer only to Māori culture, highlighting differences between rural and suburban cultures. The programme developers wanted to ensure that culture was embedded in the programme while identifying the current shortfall of capability within sector. Capacity will be developed as the programmes progress.

In relation to the Safety Passport, Te Ohu suggested that it be set up in the curriculum so it could be better tracked, especially if it was required of learners before they went on placements. It was further suggested that it was made part of the course pass requirements, so it was clear that it needed to be achieved.

Te Ohu noted the differences in self-directed learning hours between business divisions highlighting that NZQA expects all learning hours to be identified. As long as it was clear how many learning hours there would be, the programme developers were confident that self-directed hours would sit well with the content in the courses. More detail in the programme documents would address the differing hours.

RESOLVED: (S. Wilson / H. Leder)

THAT Te Ohu Whakahaere Approvals approve for submitting to the New Zealand Qualifications Authority the New Zealand Diploma in Veterinary Nursing Level 6.

CARRIED

In relation to secondments coming to an end, Te Ohu queried where support would come from in relation to the consistency of templates and follow up of feedback from Te Ohu. The co-chair advised that they would follow this up and report back to Te Ohu at a future meeting.

***ACTION:** Where people have created programme approval documents for Te Ohu, and then are required changes to these documents, how will this be supported? Co-chair D. Lithgow to follow up. (Assignee(s): Diane Lithgow; Due Date: 17/04/2024)*

4. Terms of Reference 2024

Deferred to the April 2024 meeting of Te Ohu.

5. Workplan 2024

The workplan for 2024 was noted.

6. Karakia whakamutunga

The hui closed with karakia lead by D. Pouwhare at 2:31pm.