Minutes of the Twenty-third Meeting
of The Open Polytechnic of New Zealand Limited Board
held
on 17 June 2022 at 10.00am
Open Polytechnic of New Zealand Ltd
PUBLIC BUSINESS

Present:
Vaughan Renner (Chair)
Dr Thérèse Arseneau
Jerry He
Breccan McLeod-Lundy
Murray Strong
Dr Karen Vaughan

In Attendance:
Dr Caroline Seelig, Chief Executive
Neil Carroll, Deputy CE & Executive Director Academic Services
Dr Alison Harrison, Executive Director Strategy
Murray Hill, Executive Director Financial Services
Pamela Simpson, Director, eCampus NZ Division
Shelley Fitzpatrick, Board Secretary

The meeting opened with the Polytechnic's karakia.

1.0 Apologies
There were no apologies

2.0 Directors' Interests Register
The Directors' Interests Register was noted.

There were no conflicts of interest received for today's meeting.

Motion **Moved from the Chair:**
That the Board notes the Directors' Interests Register.

Agreed

3.0 Confirmation of the Minutes of the Public Meeting held on 22 April 2022

Motion **Moved from the Chair:**
That the minutes of the Public Meeting held on 22 April 2022 be confirmed as a correct record.

Agreed

4.0 **Matters Arising from the Previous Meeting (and not listed elsewhere)**

Action items were reviewed; it was noted that all actions are either complete or under action for future meetings.

5.0 **Correspondence**

It was noted that the CE received text correspondence that Te Pūkenga has allocated OPNZL an additional $9m on top of the TEC funding amount, which equates to $7m on top of Te Pūkenga funding.

6.0 **Academic Committee**

This report updated the Board on the recent Academic Committee meetings.

Course Evaluations Survey

It was noted that a few programmes (Construction, Architectural Technology and Information Technology) are responsible for the -10 NPS. There is a lot of ongoing work to analyse and actively address issues and problems are often not just in one area. Information gained from focus groups of Construction students will be applied moving forward. It was noted that whilst learners seem to be dissatisfied, they are passing well.

The Board also noted that at the time of the survey, the majority of courses were trimester based, and they are now open. Kaimahi are monitoring the situation closely for issues with assessment, student mentors, ASMs, and course content.

It was noted that trimesterised results are routinely worse than open results. Open courses are getting bigger enrolments and better ratings; issues are often due to the inflexibility of trimesterised courses. The more trimesterised courses that can be shifted to open courses, the more flexibility there will be, which is better for ākonga.

Approximately 55%+ courses are open. The remaining trimesterised programmes are large programmes (e.g., Initial Teacher Education, Bachelor of Business, etc.) with a lot of EFTS and will have a big, positive impact when shifted to open.

It was noted that a decade ago there were many more semesterised courses and the results used to be 15 - 20% higher; now flexibility is the key for learners, with open courses getting the best results.

Motion **Moved from the Chair:**
That the Board notes the report and receives and notes the minutes of the Academic Committee meetings held on 01 April, 06 May and 09 May 2022.

Agreed

7.0 **Health, Safety and Wellbeing Updates**

7.1 **Safety and Wellbeing Update – June 2022**

The Board received the update on Safety and Wellbeing at OPNZL and it was taken as read.

The change in S&W Committee membership, with J Siegel replacing A Bingham, was noted.

It was also noted that unvaccinated kaimahi are returning to campus and Management has been thanked by unvaccinated staff about how the process was handled.

Motion **Moved from the Chair:**
That the Board notes the Safety and Wellbeing update.

Agreed

7.2 **eCampus NZ Division Health, Safety and Wellbeing Update**

The Board received the eCampus NZ Division update on Health, Safety and Wellbeing and it was taken as read.

Motion **Moved from the Chair:**
That the Board notes the eCampus NZ Division Health, Safety and Wellbeing update.

Agreed

8.0 **Executive Team Publications**

The Board was provided with two publications by OPNZL Executive in the Information Section – Public.

Motion **Moved from the Chair:**
That the Board notes the publications.

Agreed

9.0 **Board Work Plan 2022**

The Board reviewed its 2022 work plan.

10.0 **General Business**

10.1 **Pasifika Team Update**

Rebekah Tuileto'a, Moushmi Faamate and Cam Marshall were welcomed to the meeting.

The Pasifika team provided the Board with an update on work in progress, the following was highlighted:

Cultural capability professional development workshops have been run with 236 kaimahi having attended to date. Good feedback was received from staff following the workshop.

A welcome video has been produced by Pasifika kaimahi to introduce Pasifika learners to OPNZL. The video is visual, with a culturally relevant script developed by Pasifika staff and features Pasifika kaimahi throughout, so Pasifika learners feel welcomed and comfortable. The video talks about the role of staff to support learners. It can be viewed anytime pre-enrolment and is also sent out in introductory emails by student mentors when study commences.

A pilot programme ran for three months to see if inputting a Pasifika perspective at the beginning of the learner journey would improve outcomes. The results didn’t improve much; however, a lesson was learned that Pasifika kaimahi could work with the student mentor team to create success criteria moving forward (e.g., a sense of belonging is especially important for Pasifika learners).

e-Fale work is underway with the Pasifika team meeting regularly with Pasifika kaimahi to ensure work is on track and the focus on the learner perspective is kept. The website is being transformed to be more culturally relevant for Pasifika learners by making it as interactive as possible and to create a sense of belonging and space.

There are health and wellbeing initiatives underway with kaimahi working with Pasifika learners to look at their learning journey holistically - in terms of how they learn and how their communities engage with their learning and support their success.

Cultural Capability Framework work is also underway with Pasifika specific resources available through the OPNZL library for kaimahi and ākonga.

A next step for the team is to develop a stronger relationship to input more into the design aspects of learning materials.

It was noted that the dashboard provides the Board with good visibility of Pasifika learner criteria and deeper engagement with learners the community will lead to more positive outcomes for learners.

It was noted that Ara has found that bringing Pasifika families in to advocate for learners is really helpful. While OPNZL’s ODFL model and learner demographic (more female and more mature learners) is different to face to face, the Pasifika team looks into the family situation to get a household perspective when engaging with Pasifika learners and has found that engaged families can help increase learner motivation.

It was noted that K Vaughan’s work on the Pasifika Strategy was very helpful, the team is excited about the work underway and appreciates the continued Board support.

The Board thanked the Pasifika team for the great work and encouraged the team to reach out if the Board can offer additional support.

The Board was encouraged to watch the Pasifika introductory video on OPNZL’s website.

11.0 Strategic Matters: Public Excluded Business

Motion

Moved from the Chair:
That the Board excludes the public from the remainder of the meeting.

The general subject of the matters to be considered while the public is excluded are:

PE 12.0	Apologies	s9(2)(a)
PE 13.0	Confirmation of PE Minutes 22 April 2022	s9(2)(a),(b), (g)(i), (i), (j)
PE 14.0	Matters Arising	s9(2)(a),(b), (g)(i), (i), (j)
PE 15.0	Correspondence	s9(2)(a),(b), (g)(i), (i), (j)
PE 16.0	eCampus NZ Division Board report	s9(2)(a),(b), (g)(i), (i), (j)
PE 17.0	Organisational Dashboard	s9(2)(a),(b), (g)(i), (i), (j)
PE 18.0	Board Committee Update	s9(2)(a),(b), (g)(i), (i), (j)
PE 18.1	Audit, Finance & Risk Committee Update	s9(2)(a),(b), (g)(i), (i), (j)
PE 18.1.1	2023 Learner Fees (for approval)	s9(2)(a),(b), (g)(i), (i), (j)
PE 19.0	Network Support	s9(2)(a),(b), (g)(i), (i), (j)
PE 20.0	ESA Publications Ltd Update	s9(2)(a),(b), (g)(i), (i), (j)
PE 21.0	General Business	s9(2)(a),(b), (g)(i), (i), (j)

This resolution will be made in reliance on s48(1) of the Local Government Official Information and Meetings Act 1982 and the particular interests protected by s9 of the Official Information Act 1982 which would be prejudiced by holding the proceedings of the meeting in public. The section of the Official Information Act which applies is shown beside each item to be considered while the public is excluded:

s9(2)(a) – To protect the privacy of natural persons, including that of deceased natural persons
s9(2)(b) – To protect information where the making available of the information (i) would disclose a trade secret; or (ii) would be likely unreasonably to prejudice the commercial position of the person who supplied or who is subject of the information
s9(2)(g)(i) – To maintain the effective conduct of public affairs through the free and frank expression of opinions by or between or to members of an organisation and employees of any department or organisation in the course of their duty
s9(2)(h) – To maintain legal professional privilege

s9(2)(i) – To enable a Minister of the Crown or any department or organisation holding the information to carry out, without prejudice or disadvantage, commercial activities
s9(2)(j) – To enable a Minister of the Crown or any department or organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

a) **Permit the following to remain at this meeting for items PE 12-21 after the public has been excluded, because of their specialist knowledge of the subjects:**
   - Dr Caroline Seelig, Chief Executive
   - Neil Carroll, Deputy CE & Executive Director Academic Services
   - Dr Alison Harrison, Executive Director Strategy
   - Murray Hill, Executive Director Financial Services
   - Pamela Simpson, Director, eCampus NZ Division
   - Shelley Fitzpatrick, Board Secretary

Agreed

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15 July 2022

Chair **Date**