Minutes of the Tenth Meeting

of The Open Polytechnic of New Zealand Limited Board

held at

The Open Polytechnic of New Zealand Limited

on 19 March 2021 at 12.00pm

PUBLIC BUSINESS

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

In Attendance: Dr Caroline Seelig, Chief Executive
Paul Fallon, Executive Director DSEP
Dr Alison Harrison, Executive Director Strategy
Murray Hill, Executive Director Financial Services
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.

Action: Remove the following interest for T Arseneau: Chair - Christchurch Symphony Orchestra Trust.

It was noted that M Strong abstained from Te Pūkenga debt financing discussion and was not part of the decision-making process for the Board's approval.

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 19 February 2021**

Motion **Moved from the Chair:**
That the minutes of the Public Meeting held on 19 February

2021 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.

Action: Action items due for March Workshop to be updated to April Workshop.

5.0 **Correspondence**

The Board received the following correspondence:
Letter from Ana Morrison, DCE Partnership & Equity, and Janine Kapa, Kaitautoko, Te Pūkenga, to Caroline Seelig, Chief Executive OPNZL, dated 04 March 2021: Te Pae Tawhiti Report.

The letter thanked OPNZL for completing its Te Pae Tawhiti Report and advised next steps:
Step 1: Analysis of the Reports (February 2021)
Step 2: Report Feedback (March 2021)
Step 3: Wider Feedback (April 2021).

The Board will discuss Te Pae Tawhiti at the next workshop in April.

It was noted there is variability across the subsidiaries in regard to Te Pae Tawhiti.

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

Agreed

6.0 **Academic Matters**

6.1 **Academic Committee**

This report updated the Board on the recent Academic Committee meetings and was taken as read.

Misconduct data was noted.

Motion **Moved from the Chair:**
That the Board notes the report and receives and notes the minutes of the Academic Committee meeting held on 29 January 2021.

Agreed

6.2 **Student Advisory Group Update**

This paper updated the Board on consultation with the Student Advisory Group (SAG) regarding OPNZL's response for learners to the COVID-19 pandemic during the initial national lockdown and the resurgence during August 2020.

It was noted that learners are encouraged to use iQualify as the talk channel to engage with academic staff as it enables staff to monitor and respond to learners. Social media for learner to learner communication can also be used.

It was noted that the SAG is being expanded to a Student Council with Student Council website presence forthcoming.

Motion **Moved from the Chair:**
That the Board notes the Student Advisory Group Update.
Agreed

6.3 **The Board Membership, Meetings, Fees and Committees Statute**
The Board received the Statute which has been updated to incorporate the Board and its Committees' feedback from previous meetings.

The Board felt that the updated Statute did not quite capture the intent of the P&P Committee discussion from the last meeting. **Action:** P&P Committee Chair to feedback to Board Secretary with suggested changes to the Statute.

Action: Check with Sinead Hart at Te Pūkenga regarding whether an ex officio member of a Committee has a vote; Statute to be updated accordingly.

It was noted that OPNZL's territory is defined as Aotearoa New Zealand.

Action: The Statute, with tracked changes, is to be brought back to the next meeting once the P&P Committee feedback and the ex officio information has been incorporated.

7.0 **General Business**
There was no general business.

8.0 **Strategic Matters: Public Excluded Business**
Motion **Moved from the Chair:**
That the Board:
Excludes the public from the following parts of the proceedings of the meeting, namely:

PE 9.0	Apologies
PE 10.0	Confirmation of Minutes
PE 11.0	Matters Arising
PE 12.0	Correspondence
PE 13.0	Organisational Dashboard
PE 14.0	Ōritetanga Progress Report, March 2021
PE 15.0	Strategic Initiatives (Services) Business Case
PE 16.0	General Business
PE 16.1	OPNZL Board Work Plan 2021

The subject matter to be considered while the public is excluded; the reason and the specific grounds for the passing of this resolution are as follows: General subject of each matter to be considered	Grounds for passing this resolution in relation to each matter (S48)	Reasons for the passing of this resolution (S72)
PE 9.0 Apologies PE 10.0 Confirmation of Minutes PE 11.0 Matters Arising PE 12.0 Correspondence PE 13.0 Organisational Dashboard PE 14.0 Ōritetanga Progress Report, Mar 2021 PE 15.0 Strategic Initiatives (Services) Business Case PE 16.0 General Business PE 16.1 OPNZL Board Work Plan 2021	That public conduct of these items would be likely to result in the disclosure of information for which good reason for withholding exists	To enable the Polytechnic to carry out, without prejudice or disadvantage, commercial activities (S7)

a) **Permit the following to remain at this meeting for items PE 9-16 after the public has been excluded, because of their specialist knowledge of the subjects:**
   - Dr Caroline Seelig, Chief Executive
   - Paul Fallon, Executive Director DSEP
   - Dr Alison Harrison, Executive Director Strategy
   - Murray Hill, Executive Director Financial Services
   - Shelley Fitzpatrick, Board Secretary

Agreed