

CONFIRMED MINUTES

BOARD MEETING #22



At the **Board Meeting #23** on **28 Nov 2025** these minutes were **confirmed as presented**.

Name:	Te Tira Ahu Pae
Date:	Friday, 31 October 2025
Time:	12:30 pm to 1:30 pm (NZDT)
Location:	Online, via Microsoft Teams
Board Members:	Caroline Ryan, Chiavanni Le'Mon, Mary Ieremia-Allan, Mathew Rope, Peyton Joe, Ripeka Paapu, Takunda Mabonga
Attendees:	Caitlin Payne, GM Email, James Collings

1. Opening Meeting

1.1 Confirm Minutes

Board Meeting #21 17 Oct 2025, the minutes were confirmed as presented.

Ripeka to pass a motion to confirm the minutes from Board Meeting #21 as presented.

All Board members approved this via Teams.

1.2 Apologies

No apologies for today's meeting.

1.3 Interest Register

2. Major Decisions and Discussions

2.1 Open letter to University Advisory Group

Eloise to speak to this.

Eloise is bringing forward the letter based on the UAG, who are people appointed by the Minister and the Chair, to review current uni systems and make recommendations.

They've come up with a lot of recommendations, a lot are looking at removing powers from the Tertiary Education Commission (TEC), which covers predominantly disability action plans and investment plans, and NZQA, which looks at qualifications, approving qualifications and the pastoral care code.

Recommendations have been to no longer have the current code of pastoral care relevant to them and instead have their own. The Pastoral Care of Tertiary International Learners Code of Practice was developed in 2021 through consultation with NDSA Te Mana Akonga, and the New Zealand International Students Association, and was developed after the loss of lives of students in halls. This also worked to remove accessibility barriers and ensure rights with course changes, and covers particularly international learners, disabled, Māori, Pasifika, and anyone else they consider under the diverse label, as well as all learners in general, and hold institutions to account. They can also mediate and get you financial compensation. The UAG is suggesting is this code be no longer applicable to them, and they should write their own, for cost-saving purposes. This is a red flag for NDSA. They want to duplicate efforts and have a new set of people to look after this, rather than TEC and NZQA.

They also want to increase the University Entrance requirements for people coming into uni, e.g., adult students, and they are concerned about where this leaves students who didn't have equitable experiences in their secondary education. Their way of mitigating this is coming up with scholarships and special approval for diverse learners, for Māori, Pasifika, and disabled groups. From NDSA's perspective, this is creating more barriers and reducing their ability to access tertiary education.

Each uni has a University Council. Massey's person is elected separately from TTAP, which is different from a lot of other institutions, who have the President sitting on the council. The UAG recommendations have also been changing at least one student, to one student, which can reduce the number of students who can sit on the University Councils.

They also have a suggestion to reduce duplication in offerings across universities, as to not compete with one another and offer unique courses. NDSA believes this reduces student choice.

They are also suggesting integrating the disability action plan with investment strategic plans, and NDSA are worried this is going to become a note on the page.

Uni's NZ doesn't have a close relationship with NDSA and is concerned about them doing this, rather than NZQA, who discuss issues and have NDSA sitting on an advisory committee.

Chiavanni asked if the NDSA are looking for us to support this as TTAP. Eloise confirmed.

Mary acknowledges NDSA and appreciates the mahi, and recognises the importance of student choice.

James asked if Massey had expressed an opinion. Eloise advised a lot of the UAG group members belong to institutions, and noted they have had natural input from people in UAG. Eloise is unsure of Massey's stance, but advised this has been sent to the Students' Associations.

James recognised there are concerns in the report, and is glad that this has been raised.



Open letter to University Advisory Group

Recently, the [University Advisory Group \(UAG\) published their report](#) on the future of New Zealand's university system, with 63 recommendations on changes to how the university sector functions. The National Disabled Students' Association (NDSA) has reviewed the UAG report (attached) and feels there are recommendations which may have significant impacts on disabled ākonga, along with other learner groups such as Māori, Pasifika, and international learners. This report impacts how government agencies make decisions and develop their plans, such as the Tertiary Education Strategy, developed by the Tertiary Education Commission (TEC).

The NDSA have [written an open letter](#) in consultation with other learner groups stating their opposition to several recommendations, including:

1. The shifting of pastoral care to a New Zealand Universities Council, in place of the current Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021.

2. Modifications of university council compositions, which may impact how many students can sit on university councils
3. Removing duplications of offerings within regions, reducing choice for learners
4. Increasing entry requirements for university courses
5. Integrating Disability Action Plans into Investment/Strategic Plans

The NDSA believes these recommendations were made without sufficient consultation with affected learner groups, and that ākonga wellbeing and inclusion should be a priority in decision-making.

The NDSA have developed a form seeking signatures from students' associations and representatives and has asked Te Tira Ahu Pae to consider signing the open letter to stand up for ākonga.

Motion: That the Board discuss and approve the decision to sign the NDSA's open letter, which outlines concerns and expresses opposition to several recommendations proposed by the University Advisory Group (UAG).

7 Supported: Caroline Ryan , Mary Ieremia-Allan , Mathew Rope , Peyton Joe , Ripeka Paapu , Takunda Mabonga , Chiavanni Le'Mon - Unable to access board pro.

0 Opposed:

0 Abstained:

Decision Date: 31 Oct 2025

Outcome: Approved

2.2 Te Tira Ahu Pae Vehicle Use Policy and Procedures

James advised that in the final part of the year, operationally, we have been looking at policy and procedures, as we didn't have a vehicle use policy or procedures. The vehicle use policy covers all vehicle use, and the procedures have named individuals to facilitate bookings.

James advised that we had a lot of speeding tickets come in, but we didn't have a policy stating who was responsible.

Ripeka asked if those who have read the documents vote in BoardPro today, and others vote later once they have read it.

James advised that if anyone wants to vote no on the policy, let us know what the specific issue is so we can update the policy.

Chiavanni advised that the policy refers to people's names, and asked if we should write the positions instead. James confirmed that we can do this. Chiavanni also asked if we should remove James' details from the contact page, since there will be a new GM. Caitlin advised that as this is a contact page, we wanted to include the GM's contact details, but noted these details will be updated when we have a new GM.

Chiavanni asked if updates were required, would they need to come to the Board? James advised that if we were advised by the Board that we could update names and contact details, it wouldn't need to come to the Board as it's not changing the operational part of the policy.

Caroline asked if we could define who the staff refers to, e.g., contractors. James suggested it be called staff and contractors.



Vote on TTAP Vehicle Use Policy and Procedures

Caitlin to follow up with everyone by Wednesday, and remind them to vote in BoardPro.

Due Date: 5 Nov 2025
Owner: Caitlin Payne



Te Tira Ahu Pae Vehicle Use Policy and Procedures

Te Tira Ahu Pae have been working to create a Vehicle Use Policy to regulate the use of Association-owned vehicles across the three Massey University campuses, and is supported by individual campus-specific procedures (attached) to ensure consistency and accountability across all locations.

Motion: That the Board discuss and approve ratifying the Te Tira Ahu Pae Vehicle Use Policy (2025) and the accompanying Vehicle Use Procedures for each campus.

7 Supported: Caroline Ryan , Chiavanni Le'Mon , Mary Ieremia-Allan , Mathew Rope , Peyton Joe , Ripeka Paapu , Takunda Mabonga

0 Opposed:

0 Abstained:

Decision Date: 31 Oct 2025

Outcome: Approved

2.3 Politics Sub-Committee Updates

This is the fortnightly update from the Politics Sub-Committee (PSC).

They wanted to focus on what is achievable and feasible at this time of year, and are focused on plans. This is an update for the Board on the current kōrero and what might be brought to the Board.

They wanted to provide resources for students to be aware of, to not push a stance, but to have people understand what is going to be negotiated.

They had a push for local elections on campuses, but want to see how we can participate in what they are doing.

Mary has had conversations with students who have jumped the gun and contacted the wrong person, so the flowchart would have levels of communication and who to engage with.

Ripeka asked if there have been any challenges.

Mary confirmed there has been, mainly with people wanting to move in different directions e.g., involvement with parties vs grassroots, and challenges with the policy. They want to ensure there is some cohesion, but not to diminish everyone's voices.

3. Actions from Previous Meetings

3.1 Action List

Due Date	Action Title	Owner(s)
25 Jul 2025	MUSA Constitution Status: Not Started	James Collings
31 Oct 2025	Draft Research Codes Status: Completed on 30 Oct 2025	Caitlin Payne
16 Nov 2025	Feedback on the Draft Hardship Policy Status: Completed on 14 Nov 2025	Caitlin Payne

4. Management Reports

4.1 Management Updates

We've hired an HR Manager who will be starting on Monday.

Editor and Designer recruitment processes are well underway, and both will start November 10th for a week for handover, before their contracts begin in January.

We began Rep Manager interviews this week and this will continue next week.

The GM role is advertised with a lot of applicants.

A lot of reps will be finishing mid-November, as well as Kaihapai and Editor and Designer.

Ripeka asked how long the GM process will take. James advised it depends on the candidate, either needing a months notice or longer, but hopes to do shortlisting next week and interviews the following. Ideally, we would have someone who can do handover before Christmas.

Mary asked about the student involvement. James advised a Board member has been invited to all interviews so far, and will continue to do so, but notes the Board hires the GM and it may be appropriate to have two Board members on the panel.

5. Other Business

5.1 Any Other Business

No other business.

6. Close Meeting

6.1 Close the meeting

Next meeting: No date for the next meeting has been set.

Signature:_____

Date:_____