



# Timetabling Update & Next Steps



# Agenda

Intro

Reason for change

Story so far

Up next – Test Scheduling

We need you!

Q&A



A BIG THANK YOU to everyone who helped capture the data for 135 programmes





# Reason for change



## **OUTSIDE IN - our reputation is significantly affected by our ability to commit to a published timetable**

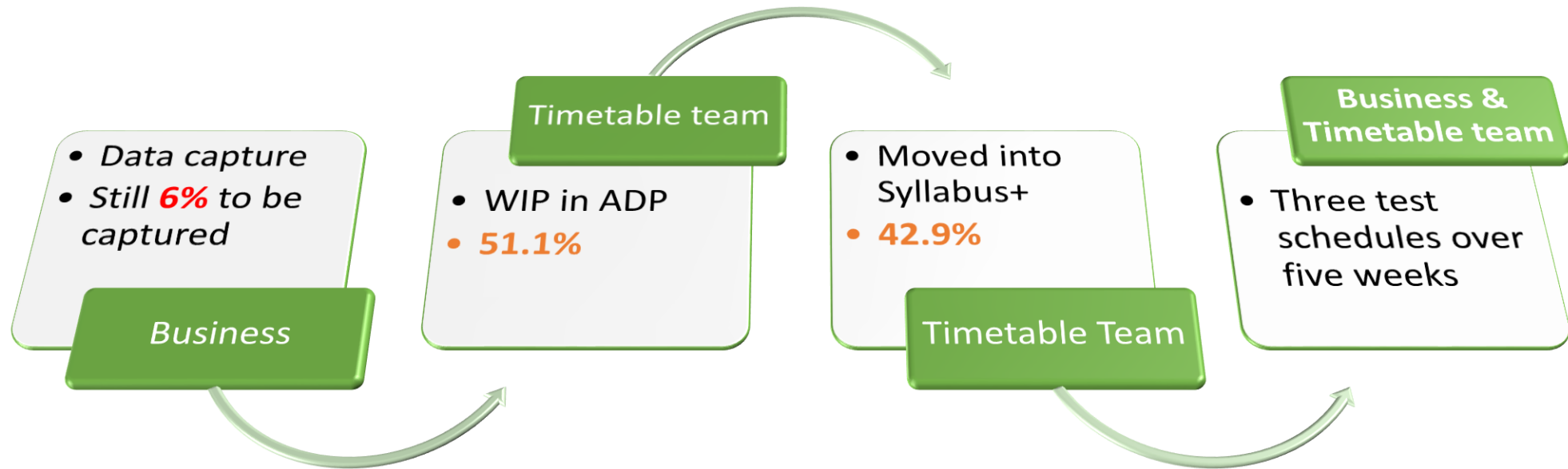
- Student NPS score points to unstable and inflexible timetabling and students' volunteer timetabling as an issue they want resolved
- Students need a clash free timetable so they can navigate programme pathways
- Students want contemporary learning with self service dashboard options

## **INSIDE OUT - we need to use our assets more effectively to deliver a student experience that helps them succeed in life while keeping Unitec relevant**

- Utilisation of our space and academic resource
- Streamlined approach to timetable planning with standard processes – data carries over yearly timetabling
- Automation and integrated systems
- Reflecting Student Staff Ratios



# Story so far





# Up next – test scheduling

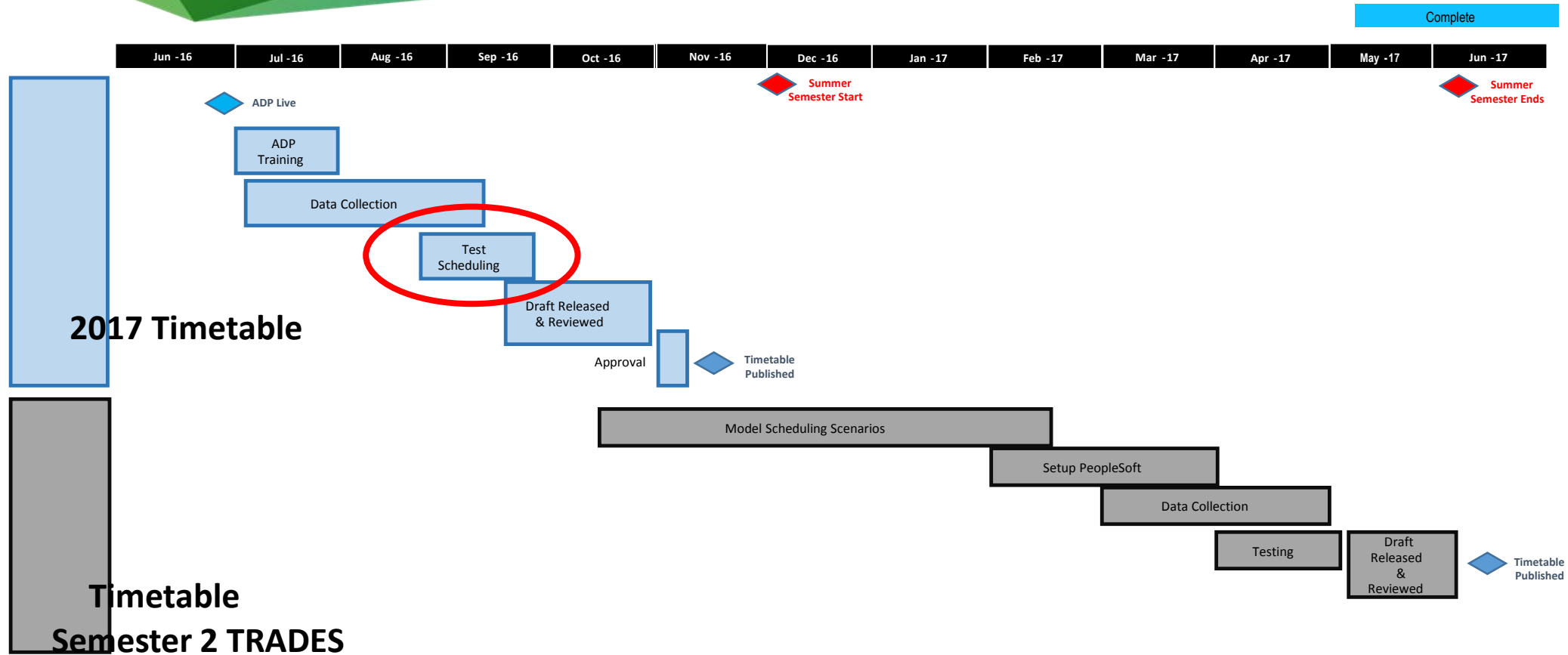
## Business & Timetable team

- Three test schedules over five weeks

- We are testing the schedules not producing actual timetables. This is a systems and data accuracy test – we're not ready for work planning or making teaching and learning arrangements.
- The testing will help us see how the new automated system deals with assigning days, times and venues for courses and classes.
- There will be errors, conflicts and things that just don't make sense. That's why we're testing!



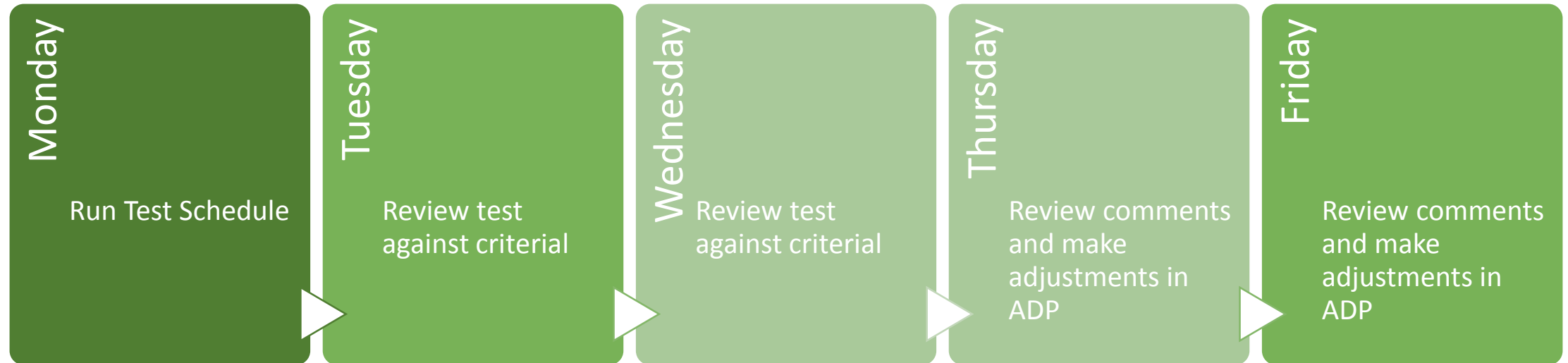
# Up next – test scheduling





# Up next – a weekly testing rhythm for five weeks

## Starts on a Monday



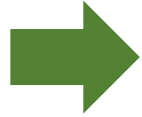


# Up next

## Us to you

Monday

Run Test schedule

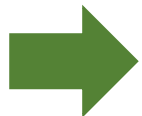


Email link to see test schedule in the system

Us

Thursday

Review comments and make adjustments in ADP



Email

## You with support from Us

Tuesday

(\*) Review test against criteria

Wednesday

(\*) Review test against criteria



Us

Friday

Review comments and make adjustments in ADP



System update

	Check item	Is this check item fulfilled? (Yes or no; if no, what is the problem?)
1	Courses are scheduled in the correct weeks	
2	Courses are scheduled into an appropriate venue with right fixed equipment and layout	
3	Courses are scheduled with the correct teaching staff	
4	Courses are scheduled at an appropriate day and time	
5	Courses are scheduled for the correct duration	
6	Teaching staff do not have timetable clashes on their teaching timetables	
7	Students do not have timetable clashes on their timetables	
8	Course activities are scheduled in the correct sequence	
9	Teaching staff with any required class-free days are accommodated	
10	Teaching staff and students have their lunch breaks as required	
11	Other timetabling requirements important to your Network and Practice Pathway	



# We need you!

- Mondays - be prepared for email invites from Timetabling
- Tuesdays OR Wednesdays – Attend the review session in B170-1055 where the Timetabling team will provide real-time guidance and support
- Thursdays and Fridays – We will review comments and make adjustments in ADP
- We recommend you allow about two hours checking per programme



Q&A



Thank you