



agenda

Academic Board Standing Committee
Electronic Meeting 5-7 March 2018

1. Programme Approval – Bachelor of Policing

2. New Temporary Site for The MindLab by Unitec



memo

To	Academic Board	Date	05/03/2018
CC	Committee Chair, Qualification Alignment Board		
From	Shirley Wilson, Academic Quality Director		
Subject	New programme for NZQA approval and accreditation		

Recommendation:

That the Academic Board approves the following programme, effective from Semester 2 2018 for submission to NZQA:

- ***Bachelor of Policing (Level 7, 360 credits).***

Rationale

The Bachelor of Policing is a new programme that has been developed in conjunction with the NZ Police. Unitec and the Wellington-based Royal New Zealand Police College will work as partners to deliver this programme.

The BPolice is a 360-credit, Level 7 degree, completed over three years of full-time, work-based study. While completing the first two courses of the degree (POLC5001 and POLC5003), learners will be classified as "recruits"; on successful completion of these courses, learners will be employed by NZ Police as "Probationary Constables". After successfully completing the BPolice, graduates will be considered to have completed all requirements to continue their employment, as an early-career Police Constable.

The programme document has been reviewed to ensure it meets Unitec and NZQA regulatory and compliance requirements. Reader recommendations have been addressed as appropriate and I, on behalf of the readers, recommend that the Academic Board approve this programme for submission to NZQA.

Shirley Wilson
Academic Quality Director

PROGRAMME FACTUAL SUMMARY



Unitec Institute of Technology Programme Factual Summary

Programme Details

Title of programme:	Bachelor of Policing
With majors in (if applicable):	NA
Programme abbreviation:	BPolice
Level:	Level 7
Total credits:	360
DAS credits:	NA
Unitec credits:	360
Programme number:	N/A
Programme owner:	Unitec Institute of Technology
Qualification:	A local Unitec qualification
Qualification award category:	20
NZSCED subject classification:	091105
Nature of approval sought:	Approval and Accreditation
Proposed start date:	June/July 2018
New programme or existing programme amended:	New Programme
Summary of changes made:	NA

Outcome statements:

Strategic purpose statement: [Aims]	<p>The <i>Bachelor of Policing</i> aims to produce Police Constables with the ability to apply relevant legislation, NZ Police strategies and policies, and evidence-informed practice in all policing contexts.</p> <p>The purpose of this programme is to provide a professional qualification for people who wish to be employed as NZ Police Constables. Graduates will have the knowledge, attitudes, and foundational and high-level skills needed to carry out contemporary police practice in an effective, culturally-responsive way.</p>
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Graduate profile:	<p>Graduates of the BPolice will be able to practise safe, effective, and competent policing as an entry-level Police Constable in a variety of settings and contexts. This will be demonstrated by their ability to:</p> <ul style="list-style-type: none"> • Meet the requirements of the NZ Police Workplace Standards. • Critically engage with and apply relevant legislation and NZ Police strategy and policy in their practice. • Apply the principles of the Treaty of Waitangi and mātauranga Māori in their practice. • Consistently demonstrate cultural-competence in their practice in all settings/contexts. • Demonstrate integrity in all aspects of police work, particularly with victims and/or vulnerable people. • Engage with and apply the NZ Police Code of Conduct in their interactions with individuals, families/whānau, communities, and other stakeholders. • Incorporate critical-thinking, problem-solving, and evidence-informed approaches in their police practice. • Integrate observation, self-, and peer-evaluation and reflection to maintain consistency of, and improve, practice. • Carry out investigations, in accordance with appropriate protocols/standards, and manage apprehended offenders in an ethical and lawful manner. • Demonstrate consideration of historical, cultural, political, social, economic, and environmental influences on police practice. • Develop and implement crime prevention initiatives.
Education pathway:	BPolice graduates may undertake on-going, related, training/education; this may include, but is not limited to, post-graduate study.
Employment and/or community pathway:	After successfully completing the BPolice, graduates will be considered to have completed all requirements to continue their employment within NZ Police as an early-career Police Constable.
Content:	<ul style="list-style-type: none"> • <i>NZ Police Workplace Standards</i> • Criminal justice system in NZ • Ethical decision-making and problem solving • Relevant legislation • The <i>Treaty of Waitangi</i> and police practice • NZ Police strategies and policy • Policing within diverse communities • Critical-reflection on practice • Family harm incidents • Crime prevention

Programme specifications:

Network:	Community and Health
Practice pathway:	Police Practice Pathway (new)
Delivery mode:	<ul style="list-style-type: none"> • Face-to-face; • Work-based; and • Blended

Delivery methods:	<ul style="list-style-type: none"> • Case studies and scenario-based learning; • Field work; • Individual and group supervision and mentoring; • Large-group teaching; • Observations/practice demonstrations; • Online learning; • Self-directed learning; • Small-group teaching/teaching;
Delivery sites:	<ul style="list-style-type: none"> • Mt Albert campus – Unitec, Auckland • Royal New Zealand Police College, Porirua • North Shore Policing Centre Albany Auckland • Various sites around Auckland for driving and firearms training
Assessment methods:	<ul style="list-style-type: none"> • Assignments/reports; • Case-studies; • Learning/evidence portfolios; • Oral examinations; • Presentations; • Practical demonstrations/examinations; • Simulated exercises; • Written examinations;
Assessment standards: (if any)	N/A
Entry Requirements for KIS:	

Entry requirements:	<p><u>General admission requirements</u></p> <ul style="list-style-type: none"> NCEA Level 3 including: <ul style="list-style-type: none"> Three subjects at Level 3 or above, made up of 14 credits each, in three subjects; Literacy: 10 credits at Level 2 or above (made up of 5 credits in reading and 5 in writing); Numeracy: 10 credits at Level 1 or above, made up of: <ul style="list-style-type: none"> Achievement standards: specified achievement standards are available through a range of subjects; or Unit standards: package of three numeracy unit standards (26623, 26626, 26627 – all three required) <p><u>English language admission requirements</u></p> <p>Applicants must have achieved a minimum standard of English as demonstrated by a minimum of eight credits at NCEA Level 2 in English (4 in Reading, 4 in Writing).</p> <p><u>Additional admission requirements</u></p> <p>To provide evidence of their suitability for this programme, applicants must:</p> <ul style="list-style-type: none"> be at least 18 years of age on the date the programme starts; have been selected by NZ Police to enter Police training; hold a full New Zealand driver's licence; be a New Zealand or Australian Citizen or a New Zealand Permanent Resident; complete a NZ Police <i>Consent to Disclosure of Information Form</i> have no medical conditions that would impair their ability to carry out any policing duties; successfully complete NZ Police National Recruitment literacy and numeracy assessments; complete a 40-hour observation in the workplace; successfully complete the <i>Introduction to Police Studies in Aotearoa/New Zealand</i> course (15 credits); complete an interview; complete a safety checking process, as set out in the Requirements for Safety Checks of Children's Workers section of the <i>Vulnerable Children Regulations</i> (2015).
Student profile:	<ul style="list-style-type: none"> This programme is open to those recruited and selected by NZ Police to undertake police training. The programme is not open to international or part-time learners.
Student destination:	Designed to lead directly to employment with NZ Police
Eligibility for student loans and allowances:	Learners will not be accessing student loans or allowances.
Nature of funding sought:	SAC funding (for the courses delivered by Unitec (150 credits))
Expected student intake:	Approximately 1000 learners per year will enter the degree. This will vary according to Government's annual directive on numbers.
EFTS	3.0 EFTS
Programme duration (full-time):	3 years
Programme duration (part-time):	N/A
Programme duration (maximum):	5 years

Total weeks of the programme (including holiday weeks):	156
Total teaching weeks of the programme (excluding holiday weeks):	138
Total weeks of the programme per year (including holiday weeks):	52
Total teaching weeks of the programme per year (excluding holiday weeks):	46
Average directed hours per week:	6
Average work experience hours per week:	17
Average self-directed study hours per week:	3.1
Total study hours per week:	26.1
Total programme study hours:	3600

Contact details

Contacts:	<p>Contact 1 Debra Robertson-Welsh Dean – Health and Community Unitec Institute of Technology Private Bag 92025 Victoria St West Auckland +64 9 849 4321 ext.7353 drobertsonwelsh@unitec.ac.nz</p> <p>Contact 2 Manpreet Kaur Malhotra Team Leader – Academic Service Centre Unitec Institute of Technology Private Bag 92025 Victoria St West Auckland +64 9 849 4321 Ext 8771 mmalhotra@unitec.ac.nz</p>
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Date: 28 February 2018

To	Academic Board	From	Shirley Wilson
Title	New Temporary Site for The MindLab by Unitec	Date	27 February 2018

Recommendation

That Academic Board notes the following temporary site for the delivery of the Postgraduate Certificate Applied Practice (Digital & Collaborative Learning) by The MindLab by Unitec:

- Manurewa: Roscommon School, 3 Burundi Avenue Manurewa Auckland 2103.

Background and Justification

Since mid-2015, The Mind Lab by Unitec (TMLU) has been partnering with schools across New Zealand to establish temporary delivery sites for the Post Graduate Certificate Applied Practice (Digital & Collaborative Learning). We now have the opportunity to establish a new temporary delivery site for the delivery of the programme at the above location. The reason for this additional site is that the programme has been oversubscribed at the current South Auckland delivery site, and there have been applications from 21 teachers from Roscommon with 7 more to come.

Students undertaking the programme at the new site will be supported by The Mind Lab by Unitec student services including the Learning and Achievement team.

Next Steps

Following Academic Board endorsement, a notification and relevant documentation for the new site will be sent through to NZQA as per the established process.

Attachments

The MOU for the new site is and CV for supporting staff are attached as an Appendix to this memo.



23rd February, 2017

Sonia Johnston
Principal
3 Burundi Ave,
Manurewa,
Auckland
21032

**Re: Agreement to provide teaching space to The Mind Lab by Unitec for the delivery of the
Postgraduate programme in Digital and Collaborative Learning**

Thank you for offering to provide your school facility as a regional location for the delivery of The Mind Lab by Unitec programme for local teachers. We greatly appreciate your generosity and we hope that this partnership is the beginning of a long-term association with your school.

The below terms have been set out to provide clarity, however should you have any concerns or queries please let us know prior to signing.

Thank you again for your tremendous support.

Memorandum of Understanding

Roscommon School agrees to provide The Mind Lab by Unitec the ability to utilise the The Staffroom as a teaching environment for the delivery of evening classes for teachers on the 32-week Postgraduate Certificate of Applied Practice (Digital and Collaborative Learning). The room provided will be able to accommodate 35-40 teachers and will have heating, adequate WiFi, tables and chairs.

This agreement starts week commencing Tuesday 27th March, 2018 and extends through to Tuesday 27th November, 2019. The requirement is for the teaching space to be available between 3:30pm and 8:30pm each Tuesday for 16 weeks from the commencement date and 2 or 3 workshops in the second 16 weeks.

All technology resources required to deliver the postgraduate programme will be provided by The Mind Lab by Unitec. A lockable storage area will be provided by Roscommon School for this technology. This storage space needs to be big enough to house 4 large plastic storage containers.

The Mind Lab by Unitec will provide disposable cups, teaspoons, coffee, tea, milo, milk and biscuits. Access to hot water will be provided by Roscommon School.

Roscommon School will provide unrestricted access to the school's WiFi network for 80 devices and provide building access codes and keys as needed for setup and lock down. A digital TV, data projector and screen, speakers and whiteboard will be provided by Roscommon School.

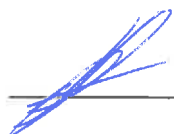
In return for the generosity shown to The Mind Lab by Unitec to host the Postgrad Programme, we would like to gift furniture or technology up to the value of \$3,000.

Roscommon School will provide relevant venue and Health and Safety documentation to The Mind Lab by Unitec on signing this MOU and an induction to the Postgrad Director/Facilitator that can be used to train other members of The Mind Lab by Unitec who are visiting.

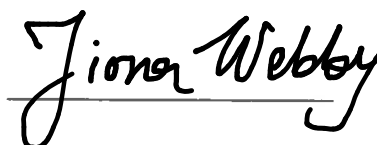
This agreement is subject to a minimum 35 educators commencing their studies at the date of commencement from surrounding schools enrolling in the intake. Should 35 teachers not be fully enrolled by the time the course commences, The Mind Lab reserves the right to defer the intake start to a future date.

This agreement is provided on the basis of reciprocal benefit and trust. At any stage should an incident arise that jeopardises this understanding or trust, both parties will work together to find a remedy as quickly as possible.

Please sign in agreement:



Sonia Johnston
Principal
Roscommon School



Fiona Webby
General Manager
The Mind Lab by Unitec

Date

26 / 2 / 18

Monday 26th February, 2018

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Simon Murray

Personal Details

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Mission

To develop authentic learning.

Employment History

2016 - Secondment	Young Enterprise Trust - PO Box 25 525, Featherston Street, Wellington 6146
Position	Roaming Teacher – Auckland
Achievements	<ul style="list-style-type: none">• Supporting teachers to provide authentic learning in Enterprise and Financial Literacy• Visiting schools and engaging teachers and students• Working closely with various “alternative” schools to provide learning that meets their students’ needs.• Providing future focused professional development to teachers• Engaging with students in a lecture format (150 students)• Working effectively with stakeholders
2012 - Present	Pakuranga College - Pigeon Mountain Rd, Half Moon Bay, Auckland
Position	Head of Business - Leading a team of five
Achievements	<ul style="list-style-type: none">• Developing high quality learning schemes integrating Assessment for Learning and Learner Focused Relationships• Developed strategies for Business Literacy infusing formative assessment and digital technologies• Mentored beginning teachers and teachers new to teaching business.• Young Enterprise Scheme - Teacher of the Year – Auckland South Region (2013 and 2015)
Extracurricular	<ul style="list-style-type: none">• Young Enterprise Scheme –National Champions 2015, 3rd Place 2013 and 2014• Treasury Challenge – National Finalists, students presented at Treasury in WLG - 2013, 2014 and 2015
May 2008 - 2011	Diocesan School for Girls - Clyde Street, Epsom, Auckland, New Zealand
Position	Head of Business - Leading a team of four
Achievements	<ul style="list-style-type: none">• Implemented IB Business and Management and NCEA Business Studies courses.• Developed management strategies for authentic, student centred learning and Restorative Practices• Generating purposeful and powerful strategies for a Business School in secondary education• Young Enterprise Scheme - Teacher of the Year –Auckland Central (2010)
Extracurricular	<ul style="list-style-type: none">• Creating an extensive successful YES Program – National Finalists 2009• RBNZ Monetary Policy Challenge (National Finalists and Regional Runners-up)• Supporting BP Community Enterprise Project team (Award Winners – 2009 to 2010)
2006 – May 2008	Botany Downs Secondary College - 575, Chapel Road, Howick, Auckland, New Zealand
Position	Head of Economics & Accounting - Leading a team of seven
Achievements	<ul style="list-style-type: none">• Constructing schemes infusing thinking skills, ICT, differentiation, literacy and ESOL strategies• Devising strategies to produce closer links with parents to aid student achievement• Membership of timetabling team
Extracurricular	<ul style="list-style-type: none">• RBNZ Monetary Policy Challenge (Regional Finalists) and PWC Economics Competition• Coaching 1st XI Girls Soccer Team• Instigating and managing BDSC Dragon Boat Team (National Finalists) and Snowboarding team

Earlier Employment History - Summary

1998 – 2006	Epsom Girls Grammar School – Teacher of NCEA Economics and Accounting
1996-1997	St Paul’s Catholic College – Teacher of A Level Economics and Business Studies
1995-1996	Rooks Heath High School – Teacher of Business Studies and ICT
1991-1994	Jews Free School – Teacher of Economics

Education

1994 – 1995	MA(Education) Economics Education. Institute of Education, University of London
1990 - 1991	PGCE. Economics Education. Institute of Education, University of London
1987 - 1990	BA(Hons) Economics. University of Central England

Conference Speaking and Leadership in Learning

2015	Programme Leader – Wellington Business Studies Cluster Group Professional Development Day
2015	Conference Speaker - Financial Capability in Social Sciences – NZ Social Sciences Conference, Nelson.
2015	Conference Speaker - Enterprise as Future Learning – Ulearn 15, Auckland
2013	Conference Speaker – Business Language Literacy – “It’s Business Time” – Wellington
2010 to 2013	Internal Assessment Moderator for NZQA.
2010 to 2015	NCEA Examiner 2011 to 2015, L1 to 3 Examination Marking Panel Leader
2010 to 2015	NCEA Exam Marking Panel Leader
2013	Advisor to Ministry of Education – Rewrite of the 2015 Teaching and Learning Guidelines
2005 – 2009	Examination Marker – Economics - Levels 1 to 3 for NZQA

Relevant Professional Development

2011	Ulearn 11 - Collaboration, Innovation, Education and Research – Rotorua – Core Education
2010	Developing Outstanding Middle Managers – Lead Consultants
2009	NCEA Business Studies Achievement Standards - Auckland – Falkenstein Charitable Trust
2009	IB Dip Economics (L1) IB Asia Pacific Regional Workshop, Auckland, New Zealand
2008	Ulearn 08 – Personalising Learning in a Digital World – Christchurch – Core Education
2008	IB Dip Business & Management (L1), IB Asia Pacific Regional Workshop, Singapore

ICT Skills

Learning Management	Moodle, SharePoint
Google	Drive, Classroom
Microsoft	Word, Excel and PowerPoint – All to a high level of proficiency.
Social Media	Facebook used in the classroom. Twitter and LinkedIn.
Apps in general use	Socrative, Jing, Adobe Premier, Adobe Photoshop, Dropbox

Personal Interests

Hobbies	Fatherhood, Cooking and DIY	Sporting	Gym, snowboarding, soccer, sailing and running.
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