# POARI MĀTAURANGA | ACADEMIC BOARD

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| Date: | **2019-06-19** |
| Scheduled Start: | 0930h |
| Scheduled End: | 1030h |
| Location: | **Building 110-2019** |

## ** Start of Proceedings **

**MEETING OPENED:**        0933h

### SECTION 1 – NGĀ KUPU ARATAKI | PRELIMINARIES

### Item 1.01        Opening Karakia

Manawa mai te mauri nuku
Manawa mai te mauri rangi
Ko te mauri kai au
he mauri tipua
Ka pakaru mai te pō
Tau mai te mauri
Haumi e, hui e, taiki e!

### Item 1.02        Welcome from the Chair

- Institutional Targets
- Continuous Self-Assessment of Academic Board

## SECTION 2 – STANDING ITEMS

### Item 2.01 Ngā Whakapāha | Attendance, Apologies & Quorate Status

**Mema Poāri Tae Ā-Tinana | Board Members (2019) Present**

1. Andrea Thumath
2. Annette Pitovao
3. Chris King – Departed 1020h
4. Falaniko Tominiko
5. Glenn McKay
6. Helen Vea
7. Katie Bruffy
8. Marcus Williams
9. Simon Nash (Chair)
10. Simon Tries
11. Toni Rewiri – Departed 1000h
12. Tracy Chapman

Total members present: 12 member/s

**Apologies**

1. Merran Davis
2. Debra Robertson-Welsh

Total apologies: 2 member/s

**MOTION**

**That the Committee accept the apologies for the meeting.**

Moved: Simon Tries
Seconded: Falaniko Tominiko

**MOTION CARRIED**

**Absences**

Total absences: 0 member/s

**Quorate Status**

The meeting was determined as being quorate.

**Hunga Mahi | Staff in Attendance**

1. Daniel Weinholz (Secretary)
2. Trude Cameron

## Item 2.02      Mahia Atu | Matters Arising

(None)

## Item 2.03      Pitopito Kōrero o Ngā Hui | Minutes of Previous Meeting

(Not applicable)

## Item 2.04      Ngā Tautapu Arotake | Actions For Review

(Not applicable)

## Item 2.05      Academic Quality Action Plan

Link noted.

## Item 2.06      Committee Work Plan (2019)

(Not applicable)

### SECTION 3          ITEMS TO RECEIVE

(None)

### SECTION 4          PAPERS FOR APPROVAL

(None)

### SECTION 5          WHAKAWHITI KŌRERO | ITEMS TO DISCUSS

## Item 5.01      Proposed Institutional Performance Targets through to 2022

Related to:

- Item 7.03 Proposed Institutional EPI Targets 2019 ~ 2022

Presenter:    Simon Nash

The scope of today's discussion excludes targets specific to International and Under-25s.

Discussion

### 5.01.1 Employment Targets

*Sector Comparison*

A target for Employment does need to be set.  Little data seems to exist regarding education-to-employment statistics.  The range of statistics from other institutes in the sector varies significantly.  Rather than setting an absolute percentage target, some institutes use a relative target, such as "being in the top quartile of the sector".

*International v. Domestic Students*

Discussion questioned if International students should be included in the data.  Tracking employment of International students is very difficult, especially if they return / go to another country.  Tracking domestic employment is much more achievable.

*Definitions*

 "Related" employment – What does "related" mean in this context?

Timeframe – How soon must a graduate gain employment in order to count as a positive statistic?

*Broader Trends*

Discussion questioned if we may already be at the peak of success for this target, given the wider national context, e.g. job market, costs of living, student loans, industry growth.  Raising the employment target could require a large investment with low returns.  Consideration could be given to simply holding it at 85% rather than allocating more resources to raise the target.  If resources were allocated, they would like be from Student Success.

*Other Considerations*

Unitec needs to know the Government expects from a vocational institution.  Often the unique relationships that individual Academics / Programmes have with the industry sector generate the jobs for graduates, rather than an institute-wide approach.  This work is not adequately captured in the academic workload models.

However, Academic Board is accountable to the Government for achieving these targets.  Performing this work is critical to the quality of our programmes and work-ready graduates.

*Deferral*

The Employment Target isn't highly critical to Unitec-wide work right now.  The matter was deferred to Academic Board 2019-08-14.  Simon Tries shall coordinate further background work.  Members can join the Working Group by emailing AcademicBoard@unitec.ac.nz.

### 5.01.2 Qualification Completion versus Course Completion

*Target Validity*

The Unitec 2022 targets for Course Completion and Qualification Completion are 85% and 60% respectively.  The EER Report criticized Unitec for the 25% variance, even though the sector average is 26%.

The AQAP is driving analysis into the nature of Non-Completion statistics.  The outcomes of this work could inform the validity of these targets.  Other points of questioning / consideration for the Non-Completion analysis could include:

➔ Students could (and do) leave partway through their programme with an Exit Qualification.  How is this recorded against the Targets?
➔ Students could (and do) gain programme-related employment before graduate and then decide to not complete their qualification.  This then conflicts "Related Employment" against "Qualification Completion".  Which one is more important – that students go into a vocation or that they complete a qualification?
➔ The rollout of Fees Free means that less-motivated (and thus less likely to complete either courses or qualifications) students are more likely to enrol.  This would drag down achievement against *all* of the Targets.  Has this been recorded and reported as a Risk somewhere?
➔ About five of the Schools already achieve 60% Qualification Completion.
➔ Regardless of what Unitec does to address Qualification Completion, outcomes won't be fully evident due to the 6-year timeframe attached to it.  Just one year is not long enough to see it change significantly.  The major influence on the next few years are the initiatives that were run in the previous few years.

*Student Progression*

➔ Does Unitec need to do more to raise student awareness of options to boost Student Progression?

*Further Study*

TEC tracks Further Study, even when student move to other institutes.

*Resource Estimation*

➔ Has Unitec solidly estimated the resources needed to achieve these targets?
➔ What are the programmes that currently achieve highest against the Targets?
➔ What level of resources do they take in order to achieve the outcomes they are getting?
➔ Could Unitec use these programmes to build an estimate for institute-wide resourcing needs to achieve its Institutional Targets?

### 5.01.3  Māori and Pacific

*Inaccuracy*

Members noted that the Actual 2018 numbers are lower than what was reported in the SDR.

Action for Secretary:  Obtain accurate numbers, then redistribute to members and attendees.

*Outcome Lag*

For the period 2019-2020, Academic Board should not expect to see much impact as 2019 is already 50% gone and discussions on overall resource planning have barely begun, let alone procurement, implementation and outcomes.  After Academic Board approves the Targets, then further planning and resourcing can begin.

Due to the current situation of resourcing and planning, it is unrealistic to expect steady linear growth in Interim Target achievement.  In reality, growth would be slower at the start and faster when approaching 2022 as the work of earlier years produces results.  However, it was agreed that Interim Targets should remain linear so that Unitec does not appear to be too relaxed in the starting years.

*Recruitment*

Māori Success are currently recruiting Kaihautū as a resource.  Pacific Success needs to do likewise.

*Relevance of Targets to Schools / Groups*

Qualification Completion rates in Bridgepoint and International are already over 70%, far above the Institutional Target of 60%.  In contrast, the Employment Target is way beyond achievable and irrelevant for Bridgepoint, which focuses largely on preparing students for further study.

*Risks / Caveats*

Unitec achievement of Māori target has been declining for the last 5 years, even though Kaihautū were resourced during this period.  Is there a plan which identifies how the new Kaihautū shall do something different to reverse this trend?

Academic Board should expect Qualification Completion rates to drop next year because First Year Retention and similar rates this year have dropped.  This aligns with the trend from the previous few years.

*School / Programme Level Targets*

Discussion agreed on the need to appoint a central coordinating person who is capable in working with Unitec statistics to:

a) work with the HOSs to develop a target-setting approaches
b) support each HOS to set appropriate targets for their individual Schools and Programmes

This coordinator should present the approach and school / programme targets to Academic Board for their oversight and approval.

**MOTION**

**That the Committee:**

1. **Defer the setting of Employment Targets to the August meeting of AB.**
2. **Confirm approval of the Interim Institutional Targets 2019 ~ 2021.**
3. **Approve of the Interim Māori and Pacific Targets 2019 ~ 2021.**
4. **Note and accept that the 2022 target for Qualification Completion is 25% below the Course Completion target, and that the Qualification Completion target may be adjusted pending the findings of the AQAP investigation into reasons for Non-Completions which aim to be presented to Academic Board 2019-09-11.**

**Moved:** **Marcus Williams**
**Seconded:** **Katie Bruffy**

**MOTION CARRIED**

**MOTION**

**That the Committee endorse the appointment of a capable central coordinator to:**

1. **Work with the Heads of Schools to develop an approach to setting Programme-specific targets for each year to 2022.**
2. **Present the approach to Academic Board 2019-07-10 for approval.**
3. **Work with the Heads of Schools to set the Programme-specific targets for each year to 2022.**
4. **Present the targets to Academic Board 2019-08-14 for approval.**

**Moved:** **Marcus Williams**
**Seconded:** **Tracy Chapman**

**MOTION CARRIED**

### SECTION 6 ĒTAHI KAUPAPA ANŌ | OTHER BUSINESS

### Item 6.01 Details of Next Meeting → SPECIAL

*Meeting*
Time: 0900h – 1030h
Date: 2019-06-26
Location: 110-2019
Topic: Governance of Academic Board

### Item 6.02 Continuous Self-Assessment of Academic Board

Not covered.

## Item 6.03       Closing Karakia

Ka wehe atu tātou
I raro i te rangimārie,
te harikoa, me te manawanui
Haumi ē!  Hui ē!  Taiki ē!


**SECTION 7          APPENDICES**


## Item 7.01       Terms of Reference (2019)

Noted.


## Item 7.02       Membership (2019)

Noted.


## Item 7.03       Proposed Institutional EPI Targets 2019 ~ 2022

Noted as needing updated numbers for Actual 2018.


**MEETING CLOSED:**          1135h


**\*\* End of Proceedings \*\***


**READ & CONFIRMED**

Chair:

Date:  2019 / 07 / 12