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| **To** | Ako Ahimura | **From**  | Simon Tries |
| **Title** | Student Course Survey Recommendations | **Date** | 20190916 |

**Recommendation/s**

That the Committee note the preliminary recommendations arising from the findings of the Semester 1 Student Course Survey report.

**Purpose**

Every semester all courses are surveyed using the standard Unitec Student Course Survey questionnaire. While responses to surveys at a class level are expected to be actioned by teaching staff, it is important to consider themes at an institute level so that ongoing improvement can be achieved.

At the August meeting of the Ako Ahimura Learning and Teaching Committee meeting the Committee was provided with a number of recommendations which were subsequently requested to be reworked and resubmitted. The memorandum provides *interim* revised recommendations.

**Background**

A small group of staff (detailed below) met to review and determine alternate recommendations for consideration by the Ako Ahimura Learning and Teaching Committee. It should be noted that there was no student nor teaching staff representation at the meeting on the day and as such further consultation with these two groups is to occur.

**Next Steps**

Engage with Student Council to gain a student perspective on the recommendations.

Engage with teaching staff to gain their perspective on relevant recommendations.

Provide final recommendations to the October meeting of the Ako Ahimura Learning and Teaching Committee.

**Contributors**

The following staff were present at the initial meeting and contributed to the development of revised recommendations:

* Simon Tries, Manager, Te Korowai Kahurangi
* Maura Kempin, Manager, Te Puna Ako
* Falaniko Tominiko, Director, Pacific Success
* Annette Pitovao, Director, Student Success
* Jeff Honey, Insights Business Partner, Te Korowai Kahurangi
* Maureen Perkins, Academic Advisor, Te Puna Ako

**Interim Recommendations:**

Process Recommendations

* To bring the student course surveys earlier in the semester to allow more time for teaching staff to share results with students, act on the feedback and let students see changes based off their feedback.
* Request students’ permission to have their verbatim comments shared with staff and only report consented comments, in line with the Research Association of New Zealand’s recommendations.
* Increase communications and engagement with staff and students.
	+ Earlier communications to staff on the timing and process of the survey
	+ Te Korowai Kahurangi to work with Student Success on direct communications to raise awareness with students
	+ Develop and implement a strategy to ensure students are aware of how we have used their feedback
	+ Enhance the student email list through the use of the Student Success CRM database

Results Recommendations

* Consider how best to use the Course survey programme as a mechanism to celebrate success for schools, programmes and courses, including by showcasing and celebrating success stories (eg staff awards). For example, Computing and IT results have improved significantly driven by their increased engagement of the course survey process and activity which has led to increased performance amongst their students.
* Te Puna Ako conduct additional analysis into the low performance of Creative Industries and Architecture courses
* Te Korowai Kahurangi to work with the Māori Success team to review if the statement “I felt that this course valued Māori beliefs, language and practices” is being understood from students and if it’s still relevant and the best statement to use
* That teaching staff with group assessments should complete the relevant professional development badge (based on the lower performance of group assessment satisfaction)
* That Te Puna Ako investigate whether the results of the driver modelling analysis can be used to provide guidance to teaching staff on “the top 5 things all courses should have”