

COMMITTEE WORK PLAN // Academic Board 2019

Month	Product Type	Source / Nature	Item / Topic / Focus	Presentation Frequency	Author	Submission Due	Presentation Due	Notes
Yet to Schedule			School Evaluation Service Centre Evaluation Institute Evaluation Investment Plan Academic Risk Management					
EACH MONTH								
	Report	Progress Outcomes	Director Report - Māori		Director, Māori Success	N/A	2019-02-13	Feb
						N/A	2019-03-13	Mar
	Report	Progress Outcomes	Director Report - Pacific		Director, Student Success	N/A	2019-04-03	Apr
	Report	Progress Outcomes	Director Report - International		Director, Pacific Success	2019-04-24	2019-05-08	May
	Report	Progress Outcomes	Director Report - Under 25s		Director, International Success	2019-05-29	2019-06-12	Jun
	Report		Teacher Capability Development		Manager, Te Puna Ako	2019-06-26	2019-07-10	Jul
						2019-07-31	2019-08-14	Aug
						2019-08-28	2019-09-11	Sep
						2019-09-25	2019-10-09	Oct
						2019-10-30	2019-11-13	Nov
						2019-11-27	2019-12-11	Dec
January								
			Just chillin' for a wee bit ...					
February						2019-01-30	2019-02-13	
	Review	Strategy Outcomes	Māori	Each Semester	Director of Māori Success			
	Review	Strategy Outcomes	Pacific	Each Semester	Director of Pacific Success			
	Review		Membership & Terms of Reference	Each Year	Chair of Academic Board			For Subcommittees, or for Academic Board?
March						2019-02-27	2019-03-13	
	Report - Full year (Interim)	PowerBI ???	Student Performance	* TBC *				From previous year's data
	Review		Degree Monitoring Report	Each Year				From previous year's data
								Item name is unclear ... Is it a report, or a review of a report, or a review of multiple reports?
								"This will move to the second half of the year as degree monitoring transitions to first third of year." ST
	Report		Industry Engagement	Each Year				Including outcomes from Employer Survey Report every second November
	Evaluation	Process & Outcomes	Complaints	Each Year				From previous year's data
	Evaluation	Process & Outcomes	Academic Appeals	Each Year				
April						2019-03-20	2019-04-03	
	Report	Survey	Student Course - Full year	Each Year				From previous year's data
	Review		Student Success	Each Year				

Review	Process & Outcomes	Enrolments					
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May				2019-04-24	2019-05-08		
Report	Survey	Staff Pulse / Engagement	* TBC *				
Report - Full year (Final)	PowerBI ???	Student Performance	* TBC *				From previous year's data
Report - Full year (Final)	Process & Outcomes	Programme Evaluation & Planning (PEP) Reports	Each Semester				From previous year's Semester 1 and 2 PEPs

June				2019-05-29	2019-06-12		
Report	Survey	Graduate	Each Year				
Report		Institute Research	Each Year	Director of Research ???			

July				2019-06-26	2019-07-10		
Report	Survey	Student Course - Semester 1	Each Semester				
Report	Survey	Student Net Promoter Score (NPS) - Semester 1	Each Semester				
		Award of Qualifications	* TBC *				More details on this would be useful ...

August				2019-07-31	2019-08-14		
Review	Strategy Outcomes	Māori	Each Semester	Director of Māori Success			
Review	Strategy Outcomes	Pacific	Each Semester	Director of Pacific Success			

September				2019-08-28	2019-09-11		
Report - Full year (Interim)		Programme Evaluation & Planning (PEP) Reports	Each Semester				From current year's Semester 1 PEPs
Report	Survey	Staff Pulse / Engagement	* TBC *				
Report	PowerBI ???	Student Performance - Semester 1	* TBC *				
Review		Self-Review of performance against requirements of the Education (Pastoral Care of International Students) Code of Practice 2016	Each Year				

October				2019-09-25	2019-10-09		
Just chillin' for a wee bit ...							

November				2019-10-30	2019-11-13		
Report	Survey	Staff Pulse / Engagement	* TBC *				
Report	Survey	Student Course - Semester 2	Each Semester				
		Research Production in Degree Programmes	Each Year	Director of Research ???			Is this the RPTL ... Research production traffic light???

December				2019-11-27	2019-12-11		
		Award of Qualifications					More details on this would be useful ...
Evaluation	Committee Members	Committee Self-Assessment	Each Year	Chair of Academic Board			
Review		Membership & Terms of Reference	Each Year	Chair of Academic Board			For Subcommittees, or for Academic Board?
Report	Student NPS Survey	Student Net Promoter Score (NPS) - Full year	Each Semester				