
To	Murray Strong Commissioner Executive Leadership Team Te Poari Mātauranga Academic Board	From	Simon Nash Interim Executive Director Ako
Title	Academic Quality Action Plan Update November 2019	Date	03 / 12 / 2019

Purpose

To provide an update on our EER response – the Academic Quality Action Plan (AQAP) progress for your information.

To be read alongside the attached AQAP progress trackers.

Background

This is the fifth monthly report on the AQAP. A more ‘newsy’ monthly report to all Unitec staff is now also being provided.

Progress on AQAP actions

Generally, progress on recommendations and AQAP actions is positive and ongoing, although there is lots of work still to do. **NB:** the AQAP Project Plan measures percentage progress on actions underway, not on progress towards outcomes.

Rec 1: Student Achievement currently measures progress on target-setting and reporting. Further reporting on implementation is to be added.

Recs 2,4,6: Academic Board (and sub-committee) improvements are progressing well. Committees are all undertaking regular self-evaluations. Programme Academic Quality Committees (PAQCs) have been reviewed and will be more effective as a result in 2020. The QA Calendar established for Schools and Support Teams earlier this year is not being used effectively and is being reviewed.

Recs 3 & 5: Student Support & Completion work is underway. Each School has an agreed set of eight “I See Me” Initiatives embedded in its Action Plan to be reported monthly and achieved before Semester One 2020. Details are on this [Moodle site](#). “I See Me” refers to our kaupapa that students will be most successful when they can see themselves, their culture and language, whānau/family, and educational heritage and vocational goals, in the programmes that they study. A ‘Roadshow’ to each School is underway now to ensure staff understand the actions required and the support available.

Rec 7: Renewal Plan Progress is better than reported in the Project Plan and requires improved reporting of details.

Recs 8, 9: Māori and Pacific Success Strategies are well underway. Reporting is largely through the “I See Me” Initiatives in Recs 3 & 5. Plans for Pacific and Māori Codes of Practice are waiting for the new government-initiated Code of Pastoral Care for domestic students to be finalised.

Recs 10, 11, 12: Individual School Reviews and actions are underway, generally as part of Business-As-Usual activities for those schools. The Plumbing & Gasfitting Review is embedded in the whole-of Trades 'Project Takohanga'. In December through to early 2020, I will be working more closely with each School team to check the detail of progress as there is risk of slippage.

Rec 13: Review resourcing for the Executive actions are all complete for now.

Risks

Academic staff prioritizing of AQAP outcomes is critical. Nearly all aspects of the EER recommendations require academic staff engagement and 'buy-in'. This is all business-as-usual work, but it must be prioritised and resourced adequately. Schools are not yet all reporting adequately or accurately on their *I See Me* work, meaning oversight and accountability are lacking. I am pursuing improved reporting.

Pacific Success Strategy resourcing has been delayed, with some risks to progress. Recruitment is now underway for three 'Pacific Navigators' to support this work.

Preparation for the October 2020 EER visit

Detailed planning and work to prepare Unitec staff for the panel visit itself are now underway, and are added as a final section in the AQAP Project Plan.

An all-staff email in December will provide a timeline of activities towards the visit. Key events are our Programme Evaluation and Planning (PEPs) in Dec-Feb, and a 'mock' panel 'Internal Evaluation and Review' (IER) in March/April 2020.

An external consultant Judith Brown has been engaged to support our panel visit preparation. Her review of work-to-date is attached. I am pleased with her assessment, and have noted all her suggestions – all of which are being addressed or are already underway.

Next Steps

Programme Evaluation & Planning is underway in all schools over Dec-Feb. This is the first part of a set of activities to evaluate and report on KEQs and assess our readiness for the panel visit in October 2020.

The general consensus at Unitec is that we should reframe much of this work more clearly as 'business-as-usual', i.e. as what we routinely do, and continuously improve on, in support of student success and academic quality. To that end, I will be working on changed language and labelling of this AQAP project early in the new year.

Attachments

- Academic Quality Action Plan Overview November 2019
- Full Academic Quality Action Plan Project Plan Updated November 2019
- Report on Desk Review of Academic Quality Action Plan – Judith Brown, 4 Nov 2019