
To	Murray Strong Commissioner Executive Leadership Team	From	Simon Nash, Chair Academic Board
Title	Academic Board Minutes for October and updates from November meeting	Date	13 / 12 / 2019

Purpose

To provide the approved Academic Board Minutes for November and the Chair's summary of the December meeting for your information.

Key Points from December meeting

The committee debated a set of proposed improvements to our student academic complaints and appeals processes. Our current academic complaint processes are very patchy and lead to significant problems for students and staff. So we hope to have this important work completed and approved at AB in February.

Committee governance quality improvements

For the first meeting of 2020 we will have completed a 'stocktake' of all aspects of our 'Quality Management System', i.e. the various processes for ensuring our academic committees have oversight of academic quality and student success, and can effectively exercise our responsibilities. From this stocktake we will establish workplans for all academic committees, and refine our risk register.

The committee undertook a self-assessment against its Terms of Reference. We are clear that Academic Board is functioning far more effectively than a year ago. However, we are still focused on major quality improvement projects and are not in a state of being able to effectively look forward and consider matters very strategically. This is a goal for 2020.

Risks and Issues

As Interim Exec Director Ako, I advised the committee that I am concerned about the lack of quality reporting from some schools on the "*I See Me*" initiatives. These activities must be in place for Semester One 2020, and they are key to our parity goals. This means that time is short and robust accountability from schools is needed. Otherwise neither our ELT or the Academic Board can be confident the work is underway and the initiatives in place for S1. I'm now alerting ELT and the Commissioner that schools' reporting is only partially in place and I'm not confident the work is on track. I will continue to follow up closely with Heads of Schools.

Please let me know if you have any questions.

Approved December minutes will be provided next month

Attachments

Final Academic Board Minutes November 2019