

1.6. Ngā Tautapu Arotake | Actions Table

Date Created	Item Identifier	Description	Responsibility	Target Delivery Date	Status / Date Completed
2019-04-18	<p>Action-019</p> <p><i>Renumbered from:</i></p> <p><i>Standing-004</i></p>	<p>Review of Unitec's Learning and Teaching Strategy Develop a proposed L&T Strategy with enlarged view of possible stakeholders post-RoVE.</p> <p>2019-05-23: The aim is to keep progress incremental, steady and simple, fitting it within the existing Unitec strategies. Simon Nash shall present a draft strategy to the next meeting. (Submission due 2019-06-06)</p> <p>2019-06-20: Draft strategy not ready for presentation.</p> <p>The Working Group has had a couple of meetings and workshops. They are currently focussed on trying to integrate the Strategy with the Unitec Diamond, Te Noho Kotahitanga and the other Success Strategies, and to make the wording accessible, consistent and clear in providing direction. They aim to have a draft ready to present to the next meeting. It aims to be pragmatic and minimize 'new' work for academic staff, taking care to align with the current Unitec direction.</p> <p>After completing the draft, it needs to be validated by a wider audience, especially in relation to any possible gaps and its application to Priority Groups. The intention is to bring it first to the Committee, then circulate it to a wider academic staff audience before it going up to Academic Board.</p> <p>The Committee commended the Working Group for working backwards from the Unitec Diamond and developing ways to reach that endpoint, especially around Work Ready Graduates. It also urged the Working Group to ensure consideration was given to:</p> <ul style="list-style-type: none"> the role of Industry Advisory Committees valid / accurate alignment of Graduate Profiles with Industry Expectations student time spent on worksites / Work Experience, which has proven highly valuable for producing quality graduates <p>2019-07-18: Maura delivered an update. Anne, Veraneeca and Maura shall continue drafting and aim to present the draft at the next meeting. Anne and Maura are to co-lead this Working Group.</p> <ul style="list-style-type: none"> Veraneeca and Anne met twice and have unpacked what Te Noho Kotahitanga might look like in the Teaching and Learning strategy. Investigating a diagrammatic representation of the weaving of all the parts. Aiming to develop a document that is jargon free or language explained and has a guide to possible 'how to' questions. <p>2019-08-22: The Chair advised that the Manaakitia te Rito Renewal Strategy includes lists of sub-strategies in the four strategic areas. The L&T Strategy which is currently being reviewed and the Academic Portfolio Strategy that doesn't exist yet will be combined into one Academic Strategy that will include a strategic direction to ensure that the Academic portfolio is meeting stakeholders needs. During discussion, the following points were raised:</p> <ul style="list-style-type: none"> Should the next logical step be to include research with teaching and learning as all three would fall under the Academic Portfolio? The Chair advised that he would meet with Marcus Williams to discuss this further. Maura gave an update and advised that the L&T Strategy now has overarching principles that are more clearly aligned with various success strategies and the next task was to agree on strategic priorities and actions for the next 2-3 years. The Chair noted that he had met with Maura and Veraneeca to look at a strategy to get into the new national RoVE environment that is action oriented and has measurable outcomes. Maura will submit a report at the next meeting. <p>2019-09-19: Refer to Item 5.2. Learning & Teaching Strategy.</p> <p>Working Group expanded to include Lee-Anne Turton and Sue Tulett. The expanded group shall meet to finalize a draft for wider consultation with teaching staff in October, noting that it is a busy time for some teaching staff but November would be too late. Simon Nash is to confirm the development timeline of the wider Academic Strategy (the integration of the Academic Portfolio Strategy, the Research Strategy and the Learning & Teaching Strategy), which could influence this Strategy.</p> <p>2019-10-17: Draft Strategy presented for feedback under Item 4.2. The Working Group (Learning & Teaching Strategy) shall work with the Director Ako on refinements to the Strategy to ensure that (a) it is fit-for-purpose and operable, and (b) the principles identified in the strategy are clearly reflected in the design of Teacher Capability Development and badges, and (c)</p>	<p>Simon Nash Simon Tries Jackie Tims Maura Kempin James Oldfield Anne McKay Hugh Wilson Tracy Chapman Veraneeca Taiepa Kane Campbell Lee-Anne Turton Sue Tulett</p>	TBC	Active

		<p>staff understand the connection between strategies and their own School and Individual action plans and capability development goals. Any members interested in contributing should contact Simon Nash directly.</p> <p>2019-11-21: Refer to Item 3.2. Learning & Teaching Strategy. Further work to continue into 2020.</p> <p>2020-02-26: Simon Nash shall refresh the membership of the Working Group to re-develop the strategy to be action-oriented rather than philosophy-oriented, for presentation to Ako Ahimura 2020-03-25.</p> <p>2020-03-25 (Cancelled) & 2020-04-29 (E-Meeting)</p> <p>2020-05-27: Refer to Item 2.2. Unitec Learning & Teaching Strategy.</p>			
2019-06-20	Action-012	<p>Presentation of Strategy for Student Success</p> <p>Annette Pitovao to present a synopsis of the Success Strategy for Student Success to the Committee.</p> <p>2019-07-18: Annette Pitovao has been invited and can present on 2019-08-22.</p> <p>2019-08-22: Rowena Fuluifaga advised that the first draft would be completed for presentation at the September meeting.</p> <p>2019-09-19: Update from Annette Pitovao via Rowena Fuluifaga – “Merran has changed the approach so Action-012 is no longer relevant. Annette is now working with Vivienne to build an end-to-end updated Student Journey as an overarching framework that follows on from our Renewal Strategy. The key question from Merran for the framework building is “What does manaaki mean to us? Map the student journey in a meaningful way that helps us to connect all strategies into one shared approach.”</p> <p>➔ Student Journey Framework</p> <p>Quite a few different strategies exist. This review is to integrate them into a Student Journey Framework. It will become more than just a Student Success Strategy and will involve the four Priority Groups. The new Student Journey Framework, instead of the Student Success Strategy, will come to Ako Ahimura when it has been drafted.</p> <p>2019-10-17: The Strategy and Framework are still under development, led by Annette. When they are done they shall be presented to Ako Ahimura.</p> <p>2019-11-21: (Annette Pitovao) The “Student Journey Framework” has been broadened to the “Learner Success Map” to be inclusive of the future incoming apprentices and other learners. It will not be ready until February 2020.</p> <p>2020-02-26: Reporting deferred to Ako Ahimura 2020-04-29 (submissions due 2020-04-15) due to NZIST-related changes. Simon Nash (Director, Ako) has not yet received any direction from NZIST relating to common policies, though it is expected that such work will happen over the next few years. In the meantime, Unitec has a Policy Review Schedule on The Nest.</p> <p>2020-03-25 (Cancelled) & 2020-04-29 (E-Meeting)</p> <p>2020-05-27:</p>	Rowena Fuluifaga	<p>2019-07-18</p> <p>2019-09-19</p> <p>2020-04-29</p>	<p>Invitation sent 2019-07-18</p> <p>“Student Journey Framework”</p> <p>“Learner Success Map”</p>
2019-06-20	Action-015	<p>Relationship of Badging to Recruitment, Progression and Promotion</p> <p>Simon Nash will report back on how the Badging Process relates to decisions on recruitment, progression and promotion.</p> <p>2019-07-18: Robust discussion raised how the wider topic of teaching capability development relates to recruitment, staff induction, student NPS feedback and evaluations (particularly on low teacher competency), investment into capability development and expectations of ongoing professional development. Simon Nash shall seek advice as follows:</p> <ul style="list-style-type: none"> From TPA and TKK on processes for collection and application of student feedback to inform quality teaching From Director Ako and HR on recruitment strategies around teacher competency From Maura Kempin on induction and early engagement <p>2019-08-22: The Chair gave an update on progress with the above 3 items:</p> <ul style="list-style-type: none"> The Net Promoter Score (NPS) was noted at this committee and Student Course Survey outcomes submitted to this meeting could inform in the quality teaching space. 	Simon Nash Maura Kempin	2019-09-19	Active

		<ul style="list-style-type: none"> • He has work underway with Human Resources to look at whether to retain a teaching qualification (like the existing Graduate Diploma in Higher Education) that features in some staff contracts. We have a teaching competency framework that identifies what good teaching is and Badging that demonstrates teaching competencies. • Maura to report back about induction and early engagement at the next meeting. <p>Discussion raised the following:</p> <ul style="list-style-type: none"> ○ A clear definition of expectations of teaching staff is needed ○ It is imperative that career progression is connected to the requirement for staff professional development ○ A project is underway to change the description of what a quality teacher is in existing policies for recruitment and promotion so it is consistent and aligns directly with agreed teaching competencies for teachers at Unitec. ○ Senior lecturers need to have a Masters' degree but practitioners in some disciplines do not have masters' degrees so an incentive for career progression is needed for these staff ○ The Chair will update the Committee at the next meeting on the recruitment and promotion issue <p>2019-09-19: Work is still in progress. 2019-10-17: Work in progress. HR and Union representatives are working on this for both allied and academic staff. 2019-11-21: Still with HR. Staff collective agreement is up for review in early 2020.</p> <p>2020-02-26: Still waiting for a response from HR and the Unions. Further discussion noted that:</p> <ul style="list-style-type: none"> • Staff workload levels influence them to feel that Badging is primarily a compliance exercise and to choose lower levels of achievement that require less effort, unaware that this decision could impact their progression and promotion. ACTION → Simon Nash (Director, Ako) to provide advice to staff about proposals for aligning recruitment and promotion with the teacher capability framework. • Due to workload levels, staff are often working on Badges outside of work hours, on weekends and holidays; this is not good. Any attempt to increase work put into Badging needs to be considered carefully. • Research projects may be eligible for Badging accreditation, but being overlooked. Te Puna Ako liaisons should be consulted to see if or how a research project can be accredited on a case-by-case basis. <p>2020-03-25 (Cancelled) & 2020-04-29 (E-Meeting) 2020-05-27:</p>			
2019-11-21 Item 1.7.	Action-020	<p>Committee Work Plan 2020</p> <p>Ensure that the Committee Work Plan is ready and active in 2020.</p> <p>2020-02-26: Work in progress.</p> <p>2020-03-25 (Cancelled) & 2020-04-29 (E-Meeting) 2020-05-27: Refer to Item 1.6.1. Work Plan</p>	Simon Nash (Chair of Ako Ahimura)	2020-02-26	Active
2019-11-21 Item 3.1.	Action-021	<p>NZQA Approach to Monitoring of Diplomas</p> <ol style="list-style-type: none"> 1. Receive and analyze the NZQA Monitoring Reports for New Zealand Diploma in Business (NZDB). 2. Consult with other ITPs for similarities and differences. 3. Seek further clarity from NZQA on their perspective on the role of Learning Outcomes in the context of the Course and Programme as a whole. 4. Provide a response to NZQA with Unitec's perspective. <p>2020-02-26: Awaiting a response from NZQA. 2020-03-25 (Cancelled) & 2020-04-29 (E-Meeting) 2020-05-27:</p>	Simon Tries Maura Kempin	TBC	Active