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<b>To</b>	Te Poari Whai Kounga   Quality Alignment Board	<b>From</b>	Kathryn Davies School of Building Construction/ PAQC
<b>Title</b>	PAQC Quarterly Report for May 2020	<b>Date</b>	2020/05/15

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## Overview

### General Committee Health Check

#### *What is going well?*

- Overall the school has transitioned to online delivery well with all courses having a risk rating of L1 or L2.
- Regular face-to-face tutorial classes have successfully transitioned online via zoom. 128 students have registered for sessions during lock down.
- Support services have been contacting all students. Most of the feedback is positive and indicates students feel well supported. Similar positive feedback has been received by lecturers directly, indicating students appreciate the efforts made to maintain continuity and quality of teaching.
- Support from TPA and TTK has been excellent.
- An invitation was sent to all staff in the School for expressions of interest to join the committee. 4 expressions of interest were received and 2 additional members have been appointed giving better representation to staff involved in the Diplomas.
- Two students were approached with an invitation to become student reps on the PAQC; one has accepted and the other has expressed interest but is waiting on further information.

#### *What improvements can be made?*

- The transition to online learning has not been without its challenges and pitfalls. Taking some of the learnings to improve ongoing online delivery is continuous, and some of the resulting discussions and solutions are also relevant to future face-to-face delivery once we are back in the classroom.
- The school has implemented a Moodle engagement process. This continues to be a work in progress to improve accuracy of data

#### *What support is needed (actions required)?*

- Continued support from TPA with online delivery.
- Support with an institutional process for Moodle engagement or an alternative, to allow tracking on International Students' attendance requirement.
- Further clarity on end of semester exams, with exam support if these are to be moved online.
- Support from HR/TKK in providing information and contract documentation to student reps.

### Progress against 3 (max.) key actions

*A brief summary of progress against key actions from the Action Planner from the last cycle with a focus on how the action has made a difference. This is prepared by the Chair, with*

*assistance from APMs, or provided from minutes of the discussion from the relevant meeting.*

- PAQC Chair and APMs are not aware of any Action Planner document. This needs to be clarified and addressed for the next PAQC meeting on 22 May.

### **Priorities (3-5) for cycle**

- Supporting staff and students during lockdown and transition back to campus
- Preparing staff and resources for the IER
- Preparing staff and resources for the EER

### **Risk management**

- Managing risk during COVID 19 lockdown:
  - Decline in student numbers due to withdrawal or disengagement during lockdown
  - Student non-performance resulting from lockdown conditions and personal challenges during this period.

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### **Quality Reporting**

#### **Programme Evaluation (PEP)**

Three PEPs (NZDAT NZDAC & NZCCM) were reviewed and approved at the PAQC meeting on 3 March 2020. One PEP (BCONS/GDCPM) was reviewed at the PAQC meeting on 28 February 2020 and is now revised and completed, to be reviewed again at the next PAQC meeting on 22 May.

#### **Degree Monitoring**

No proposed degree Monitoring event has been scheduled during this reporting period.

BCONS Programme responses to the Monitors' 2019 recommendations are currently under development and will be reviewed again at the next PAQC meeting on 22 May.

#### **Programme Review**

Not applicable for this report. No proposed Programme Review event has been scheduled during this reporting period.

A first meeting of the School Programme Development Group to address some proposed course changes for the BCons resulted in identification of some gaps in the degree regulations and course schedule that need to be addressed in a future meeting; this has not taken place due to the COVID19 lockdown but developing a plan to manage this is on the agenda for the next PAQC meeting on 22 May.

#### **Affected Performance Consideration**

Currently we are experiencing a high volume of APCs, many of which are associated with the current COVID 19 situation.

The APCs processed to date are set out in the following table.

Programme	Total APCs between Jan. 2020 – May 2020	Students number between Jan. 2020 – May 2020
NZDC	10	5
NZDAT	13	8
BCONS	18	11
GDCPM	1	1

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## Summary Information & Compliance Overview

### Grades

Statistical summary of previous semester grade ratification including resolution of previous outstanding grades - 2019- Semester 2 Summary of Grade Ratification statistics are set out in the following table.

Term	Main Program	Number of courses	Grading status
1194	BCONC	21	Posted
1194	GDCPM	2	Posted
1194	NZDC	15	Posted
1194	NZDAT	6	Posted
1194	VTMT	3	Posted
1194	VTCSM	2	Posted

### DEFs/ Missing grades

As per the current date, a total 12 DEFs / Missing Grades remain. The details of these are set out in the following table.

Programme	Student ID	Course Subject	Catalog Number	Course Name	Grade	Term
BCONS	1263851	CONS	6907	Property Valuation	DEF	1194
NZDAT	1475995	CIBC	5045	Documentation for Small Buildg	DEF	1194
NZDAT	1507875	CIBC	6046	Construction Detailing	DEF	1194
NZDAT	1466424	CIBC	6047	Documentatn for Medium Buildgs	DEF	1194
NZDAT	1507875	CIBC	6047	Documentatn for Medium Buildgs	DEF	1194
NZDC	1500912	CIBC	5003	Environmental Impact	DEF	1192
NZDC	1515445	CIBC	5003	Environmental Impact	DEF	1192
NZDC	1433005	CIBC	5006	Construction Medium Lge Bldgs	DEF	1194
NZDC	1443450	CIBC	5006	Construction Medium Lge Bldgs	DEF	1194

NZDC	1466424	CIBC	5006	Construction Medium Lge Bldgs	DEF	1194
NZDC	1434917	CIBC	5011	Estimation for Small Buildings	DEF	1194

The Change of Grades processed to date are set out in the following table.

Programme	Total COGs between Jan. 2020 – May 2020
BCONS	55
NZDC	15
NZDAT	6

## Completions

The graduate numbers to date are set out in the following table.

Qualification	Number of Applications	Number of People Approved by Academic Board	Number of Applicants declined	Approved By
Bachelor of Construction	64	59	5	Kathe Becker
Graduate Diploma in Construction Project Management	18	18		Kathe Becker
National Diploma in Architectural Technology	1	1		Kamuka Pati
National Diploma in Quantity Surveying	1	1		Kamuka Pati
New Zealand Diploma in Architectural Technology (Level 6)	37	31	6	Kamuka Pati
New Zealand Diploma in Construction (Level 6)	73	71	2	Kamuka Pati

## Moderation

Moderation Planning is currently in progress.

## Student Evaluation of Courses (*twice per year*)

A summary of Semester 2 2019 response rates for all programmes are set out in the following table.

Programme Performance	Average of Course Rating	Response Rate	Surveys Completed
(GDCPM) GDip Constructn Project Mgemnt	7.8	44.3%	27
(NZDC) NZDip Construction	7.6	32.4%	387
(NZDAT) NZDip Architectural Technology	7.2	40.7%	192
(BCONS) Bach Construction	7.0	21.3%	87

Summary of issues and improvement plans (twice per year)

## Course Evaluations (CEP)

The current CEP completion rates are set out in the following table.

Main Program	Active courses (1202)	# of Initiated CEPs	%
BCONS	17	3	17.65%
GDCPM	2		
NZDAT	7		
NZDC	19	1	5.26%
VTACS	4		
VTCMT	6		
VTCSM	1		

## Programme Development

Summary of Programme Development activity for both Type 1 & 2 changes and/or new development

As previously noted, a first meeting of the School Programme Development Group identified that a more complete review of the programme against the programme documents is required with some anomalies or inconsistencies noted due to previous round of changes. The Type 2 changes raised during the PDG meeting apply to Semester 1, 2021 and have been deferred pending the full review.

## Industry Engagement

The Building/Construction Advisory Group scheduled on Thursday 26th March 2020 has been rescheduled due to the COVID-19 situation. With the change to Alert Level 3 and construction stepping up, the Zoom or SKYPE meeting has been recently postponed for another month.

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## Attachments

PAQC Information Sheet including Membership information, Meeting Dates and Delegated Authority (incl. Sub-Committees/Working Groups Convener/Individuals)

2020 Building Construction PAQC Information Sheet:



For Receipt



2020 PAQC Info  
Sheet School of Buildi