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<b>To</b>	Te Poari Mātauranga   Academic Board	<b>From</b>	Simon Tries, Manager, Te Korowai Kahurangi
<b>Title</b>	Expiring programmes update	<b>Date</b>	28 April 2020

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**Recommendation/s**

That Te Poari Mātauranga:

- receive the update on programmes being taught out and/or discontinued.
- approve the list of programmes in Table 2, including notification of their discontinuation to relevant agencies (i.e., NZQA and TEC)

**Purpose**

The purpose of this report is to provide Te Poari Mātauranga with an update on the status of programmes being taught out and/or discontinued.

**Background**

Unitec is in the process of expiring programmes in response to both the Mandatory Review of Qualifications (MRoQ) and the 2018 Programme Renewal process, which resulted in a total of 21 programmes having their enrolments suspended.

A key concern in both instances is ensuring that appropriate transition arrangements are in place to manage students so they are able to complete the qualification they are enrolled in and are not disadvantaged as a result of the potential or actual closure of their programme, and oversee programmes to their expiry date.

The *Suspension and Withdrawal of Academic Provision Procedure* (AC1.10) provides guidance to ensure that an appropriate process is followed.

**Commentary – Expiring Programmes**

Since the last report to Academic Board, all Schools have been contacted to engage with the system to report more accurately on expiring programmes. As reported in the 1 April 2020 report to Academic Board, completion of the reporting has been a low priority for Schools. This is due to Schools moving delivery to an online mode of teaching and learning due to the governments COVID-19 pandemic Alert Level 4.

The attached Expiring Programme Tracking Sheet shows the status of expiring programmes as at 28 April 2020.

The tracking sheet has five additional programmes added as listed in Table 1 – Additional Programmes. These programmes were approved to be suspended by the Academic Board on 25 September 2018, Agenda item 20. *Effective suspension dates for programmes under the Unitec Renewal Plan*. For reasons unknown they did not make it onto the tracker.

**Table 1 - Additional Programmes**

	Programme	Level	P-Soft code	Prospect Code	School	MROQ or Suspended
1	Postgraduate Diploma in International Communications	8	PGDIC	CA2264	Applied Business	Susp
2	Grad Cert English as an Additional Language	7	GCEAL	CA2325	Bridgepoint	Susp
3	Postgraduate Diploma in Applied Practice (Generic)	8	PGDAP	CA2398	Te Puna Ako	Susp
4	Postgraduate Certificate in Applied Practice (Generic)	8	PGCAP	CA2396	Te Puna Ako	Susp
5	Postgraduate Diploma in Education	8	PGDED	CA2292	Te Puna Ako	Susp

## Update on English Language Programmes

There are a number of corrections, clarifications and updates to the English Language Programmes listed in the previous decision made by Academic Board on 25 September 2018, Agenda item 20. *Effective suspension dates for programmes under the Unitec Renewal Plan (the “minutes”).*

### 1. New Zealand Certificate in English Language (Level 2)

#### Extract from minutes

Programme Code	Programme Name	Closure actions
NZCEL2	NZ Certificate in English Language L2	Whole Programme

#### Corrections and clarifications

Academic Program code from PeopleSoft	NZQA Approved Programme Title	Closure actions
NZCE2	New Zealand Certificate in English Language (Level 2)	Whole Programme (Suspended only)

#### Administrative change

Future reports to Academic Board will reference NZCE2 as a *suspended programme* and not “closing” (discontinuing).

## 2. New Zealand Certificate in English Language (General) (Level 3) and New Zealand Certificate in English Language (Applied) (Level 3)

### Extract from minutes

Programme Code	Programme Name	Closure actions
NZCEL3	NZ Certificate in English Language L3	General & Workplace Majors

### Corrections and clarifications

Academic Program code from PeopleSoft	NZQA Approved Programme Title	Closure actions
NZCE3	New Zealand Certificate in English Language (General) (Level 3)	Not closing
NCEA3	New Zealand Certificate in English Language (Applied) (Level 3)	Not closing

The New Zealand Certificate in English Language (General) (Level 3) and New Zealand Certificate in English Language (Applied) (Level 3) are offered in 2020 and for the foreseeable future.

**Recommendation:** The NZCE3 and NCEA3 programmes will be removed from the Expiring Programme Reporting to Academic Board.

## 3. New Zealand Certificate in English Language (General) (Level 4) New Zealand Certificate in English Language (Academic) (Level 4) New Zealand Certificate in English Language (Employment) (Level 4)

### Extract from minutes

Programme Code	Programme Name	Closure actions
NZCEL4	NZ Certificate in English Language L4	General & Workplace Majors

### Corrections and clarifications

Academic Program code from PeopleSoft	NZQA Approved Programme Title	Closure actions
NCEG4	New Zealand Certificate in English Language (General) (Level 4)	Whole Programme (Discontinued)

NCEW4	New Zealand Certificate in English Language (Employment) (Level 4)	Whole Programme (Discontinued)
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For clarity in reporting, the New Zealand Certificate in English Language (Academic) (Level 4) NZCE4 is offered in 2020 and will be offered for the foreseeable future.

### Administrative change

Future reports to Academic Board will report on expiring programmes NCEG4. NCEW4 is subject to the recommendation to discontinue as per Table 2 – Discontinued Programmes

Te Korowai Kahurangi and Bridgepoint Academic Programme Manager have consulted on the status of English language expiring programmes.

**Table 2 - Discontinued Programmes**

	Programme	Level	P-Soft code	Prospect Code	School	MRoQ or Suspended
1	New Zealand Certificate in English Language	4	NCEW4	NZ3668	Bridgepoint	MRoQ

### Attachments

Expiring Programme Tracking Sheet at 28 April 2020

### Contributors

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