Unitec

For Information

To	Te Poari Mātauranga | Academic Board	**From**	Simon Tries, Manager, Te Korowai Kahurangi
Title	Expiring programmes update	**Date**	25 May 2020

Recommendation/s

That Te Poari Mātauranga:

- receive the update on programmes being taught out and/or discontinued; and
- note that 13% (71 out of 533) of the completion checks undertaken as of 25th May, has resulted in the generation of the CACR (Certificate Approval and Certificate Request); and
- note that a review of the current process for completions checking provides confidence that there are no areas of concern with regard to identifying and processing completions for expiring programmes.

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 update their RAG status, and this will now become a monthly reminder, as COVID-19 mahi wanes. As reported in the 28 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 25 May 2020.

This months' memorandum updates Academic Board on completion checking of expiring programmes. Completion checks are required where a student has an active (AC) record and has achieved the required number of credits or greater to complete.

Completion checking update

There are 81 expiring academic provisions[1] as at 25 May 2020.

The 81 lists of student records require 3250 completion checks.

As at 25 May, 48 lists of students (59% of the number of expiring academic provisions), totalling 533 CC, (16% of all CC) have been analysed:

The analysis of the 533 records show:

309 (58%) students had records where they have completed (CM) however had multiple (mainly two but as high as four) records, one of which was active (AC), therefore they remained "on our books".

71 (13%) students had records that were checked against the programme regulations, CACR generated for AB approval.

153 (29%) students had records where they achieved the required total or greater number of total credits to complete however did not have the correct credits required for the award, according to the programme regulations.

Current completion checking processes

A review of current processes for completions checking provides confidence that students who have attained the requisite number of credits for the programme they are enrolled in are checked to confirm they have met the requirements to complete, and subsequently completed if all other requisites are met.

The resolution of the other matters noted above (multiple records and incorrect credits for award) are currently being worked through to determine the most appropriate resolution.

Attachments

Expiring Programme Tracking Sheet at 25 May 2020

Contributors

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[1] Academic provision includes but not limited to:
- Programmes, including parts of programmes (majors, compulsory and elective courses)
- Training schemes and micro-credentials, including components
- For clarity, short courses are out of scope.