

Committee:
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Te Poari Whai Kōunga | Quality Alignment Board
Committee Actions Tracker
2020-07-15 updates for meeting of 2020-08-19

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Source	Action #	Specification	Measure / Progress	Responsibility	Time Target / Closed	Achievement Status
2019-02-28 Item 4.06	Action-013	[Working Group] Affected Performance Consideration (formerly "Special Assessment Circumstances") Monthly verbal updates are to be reported. Memo to be submitted when investigations conclude.	2019-05-02, Item 3.06 Assessment Working Party Update: QAB Members are to email questions and contributions to Trude Cameron. 2019-05-30, Verbal update: Out for consideration and feedback from QAB members. 2019-06-27: The Committee commended the leadership of Trude Cameron with this work. Link to Proposed New SAC Documents folder emailed to Committee Members. 2019-07-25: Some feedback was received. The Committee arrived at consensus postpone full implementation until Semester 1, 2020. Between now and then, the Working Group shall consult and gather feedback, pilot the new SAC process with Summer Semester 2019. Senior Academic QAB members shall be a channel for consultation to the Schools. Feedback response timeframes are TBC. 2019-08-29: Work in progress. Consultation closes 2019-09-30. 2019-09-26: Members encouraged to spread the word to submit feedback. 2019-10-31: Trude Cameron replaced by Sue Crossan. 2019-11-28 (Meeting cancelled): <i>Update TBC - Name of "Special Assessment Circumstances" changed to "Affected Performance Consideration". Confirm wording for name change of Action-013. Pilot over 2019-SS. Pilot evaluation report to 2020-02-19.</i> 2020-02-19: Not enough submissions have yet come in. A report shall be made for the end of Semester 1, 2020; no reports / updates will come before then. 2020-06-17: Due to the impact of Lockdown restrictions, many APCs have been received. Evidence requirements for students impacted by Lockdown have been lowered. A review and report of the new process shall be postponed to after the end of Semester 2, 2020, i.e. Sunday, 2020-11-22. 2020-07-15: No change. 2020-08-19: __	Trude Cameron Sue Crossan Dila Beisembayeva Rowena Fuluifaga Sue Palfreyman	2019-05-02 2020-02-19 2020-07-15 TBC for a date later than 2020-11-22	Paused
2019-06-27	Action-025	Pre-requisite Enrolment Issues Lead a Working Group to define problem statement relevant to identified pre-requisite issues for programmes that result in high levels of enrolment blocks and VOE requests. Identify impact to schools and prepare communications to ensure clarity for Schools' leadership and proposed solutions plan for Semester 1, 2020.	2019-07-25: Still in progress. Timeframe for delivery is TBC. Commendation was given to Aroha for her related work with the School of Building Construction resulting in VOEs dropping from over 1000 to around 10. 2019-08-29: In progress. Report to come to next meeting. The number of VOEs have reduced. Reasons for system overrides with VOEs tend to be coming from technical issues with the system rather than school / operations issues. 2019-09-26: This work is really part of a much larger project inside Operations, not isolated only to BCONS. It should be closed off as a QAB item. Phase 1 of the project is due to complete by 12 December, after which a report could be presented to QAB. The AAQ team, led by Steve Marshall, have been checking requisites and study plans. This needs to complete before open the Enrolment Cart can open. Although not directly impacting this Action's particular challenge, it is related to how we use the system. IMS is also working with the project team. A number of concerns were raised around the lateness of pre-requisite checks, students who enrol for a full year but then fail a course in first semester, and involvement of SEMs at School Marking Meetings. Members wanting to contribute to Aroha's work (e.g. Mirjana, Dila, Antoinette, et alia) should meet and discuss the issues / opportunities with Aroha as part of the Operations project. 2019-10-31: N/A 2019-11-28 (Meeting cancelled): N/A 2020-02-19: Aroha Lewin has been seconded to a new position. Handover to Chantelle Daniels is still in progress. An update is expected at QAB 2020-03-18. 2020-03-18: Refer to Item 4.3.1. Update received. Next progress update expected 2020-04-22. 2020-04-22: No update due to shift in priorities resulting from the impact of Lockdown. 2020-05-20: Developing a solution is very complicated. Request update for QAB 2020-06-17. 2020-06-17: This matter also arose at the Academic Resolutions Committee which agreed that it was systemic across Unitec. Simon Nash (Chair, ARC) has written to ELT to review this set of enrolment-related issues and assign Trude to investigate. Referred to Academic Resolutions Committee; paused for QAB. 2020-07-15: Academic Recovery Committee has referred it to ELT who has appointed Trude Cameron to work on the matter. 2020-08-19: __	Aroha Lewin Chantelle Daniels Steve Marshall IT Department	TBC	Paused
2020-03-18 Item 5.2.1.	Action-026	Multiple Reenrolments into a Single Course Work with relevant others to investigate, create a problem statement and report back to the QAB 2020-04-22 with recommendations for further action.	2020-03-18: A concern was raised about an ongoing unresolved issue whereby students are able to re-enrol into the same course multiple times. This results in the achievement of the same course, along with its course credits, appearing multiple times on students' transcripts. So, for example, a student may have graduated from a 360-credit degree, but 45 of those credits may have come from a single 15-credit course taken three times. The related operational processes cross between departments and a solution has never been implemented. 2020-04-22: No update due to shift in priorities resulting from the impact of Lockdown. 2020-05-20: No update. Simon Nash to meet with Dila and Steve after today's meeting. Request updated for QAB 2020-06-17. 2020-06-17: Referred to Academic Resolutions Committee; paused for QAB. 2020-07-15: Academic Recovery Committee has referred it to ELT who has appointed Trude Cameron to work on the matter. 2020-08-19: __	Dila Beisembayeva Steve Marshall Tracy Chapman Chantelle Daniels Simon Nash	TBC	Paused

2020-06-03 Academic Board Item 3.2.	Action-030	<u>Statutory Declaration to NZQA</u> Action to follow up detected noncompliances shall be delegated to Te Poari Whai Kounga Quality Alignment Board.	2020-07-15: Refer to Item 3.4. Follow-up still in progress. Review and report still in progress. ETA 2020-08-19 from Steve Marshall. Simon Tries to determine how to provide assurance of completion back to Academic Board. 2020-08-19: __	Simon Tries (Chair, Te Poari Whai Kounga)	TBC	Active
2020-07-15 Item 1.5.1.	Action-031	<u>Distribution of PEP 2019 Final Report Feedback to APMS</u> Work with Nick Sheppard and undertake that: 1) all sub-degree Feedback be resent to the HOSs 2) noting the concerns and support of Te Poari Whai Kounga, request to the HOSs that they all distribute the Feedback to their APMS with priority.	2020-08-19: __	Simon Nash Eric Stone Nick Sheppard	TBC	New
2020-07-15 Item 3.2. (Motion)	Action-032	<u>Academic Risk Management - Low engagement in updating of Programme Risk Registers (to Executive Leadership Team)</u> With endorsement from QAB, write to ELT and escalate the issue of engagement and timeliness of Programme Risk Register updates by Academic Programme Managers.	2020-08-19: __	Simon Nash (Executive Director, Ako)	TBC	New
2020-07-15 Item 3.2. (Motion)	Action-033	<u>Academic Risk Management - Low engagement in updating of Programme Risk Registers (to Heads of School)</u> With endorsement from QAB, advise and inform fellow Heads of School to prioritise the proactive resolution of issues of noncompliance regarding engagement and timeliness of Programme Risk Register updates by Academic Programme Managers.	2020-08-19: __	Paul Jeurissen Linda Aumua	TBC	New
2020-07-15 Item 3.4.	Action-034	<u>Resolution of Noncompliance within the Statutory Declaration 2019 to NZQA</u> Explanations and Action Plans are being requested by Steve Marshall of every programme noncompliance issue with a report expected to QAB 2020-08-19.	2020-08-19: __	Steve Marshall	2020-08-19	New

Next item # Action-035