
To	Te Poari Whai Kounga Quality Alignment Board	From	Dr Leon Tan DCA PAQC
Title	PAQC Quarterly Report for June	Date	2020 / 07 / 30

Overview

Since the inaugural meeting, the PAQC has met regularly to address matters according to the priorities of the PAQC Academic Quality Compliance Calendar. The past quarter has been disrupted by Covid-19 as well as facilities changes. While staff and students have demonstrated considerable resilience through the quarter, the change circumstances present ongoing risks as detailed in this report.

General Committee Health Check

What is going well?

Meetings have generally run on time and with quorum. The appointment of an undergraduate student representative alongside the postgraduate student representative ensures that the student perspective is represented across levels 5-9.

What improvements can be made?

Members are gradually becoming more familiar with the purpose and processes of the PAQC. The Chair and APM have started meeting a week out from PAQC meetings to address matters arising from minutes, review action trackers and consider existing risks to the programmes. It is anticipated that this may improve the efficiency of PAQC meetings.

What support is required (actions required) and/or what issues need to be escalated to Quality Alignment Board | Te Poari Whai Kounga?

Progress against 3 (max.) key actions

1. Completion of grade ratification and publication for 1202 – BCE and MCP Suite level 8 courses (a number of DEF grades due to APC extensions);
2. Completion of internal post-moderation for 1202 and pre-moderation of 1204 for MCP Suite level 8 courses and BCE courses;
3. Student reps for PG and UG appointed.

Risk management

There are three primary risks across this PAQC's programmes:

1. Programme Targets not met (SCC)
2. EFTS continue to decline and no improvement in revenue streams
3. Programme does not have sufficient resources (teaching spaces, consumables) to support delivery

These risks are consistent with previous reporting to the PAQC, although the risk of not meeting programme SCC targets has increased due to the Covid-19 situation. While staff undertook significant pastoral care during the lockdown, some students (especially at year

one) did not continue to engage as hoped. One current mitigation action is increased engagement with the DCA Learner Outreach Programme staff member, Dan Zhao, and faster follow up on attendance issues.

Overall the postgraduate suite has seen an EFTS increase in 2020, however on a programme-by-programme basis only the MCP has met EFTS target, while the PGDCP has not. The MDes is not currently taking enrolments. The BCE has seen a fall in EFTS from 2019 levels, though semester two and summer school enrolments will have some impact on final figures. The longer term trend for the BCE EFTS remains negative. The primary mitigation here is the development of the new programme (the BDCA).

The resourcing of this PAQC's programmes, in particular in relation to facilities, continues to present risk. Since December 2019, there has been fairly continuous change, with a relocation from building 1 to 76, and the ongoing workshop relocations to building 108. The workshop changes have in particular had a negative impact on a number of students, and this continues to be a risk, although these are in a significantly more operable state in semester two. The lack of certainty about facilities beyond 2021 continues to present a risk to the programmes. Programme staff, including the APM and Discipline Leaders, continue to work with FM, Infrastructure Operations and other School and support staff to resolve outstanding issues. The oversight of the facilities changes remains challenging, with no single person managing this, though it is anticipated that the new Production and Facilities Manager (role commencing September 2020) will lead this.

Adaptation to Covid-19 and facilities changes has also resulted in workload pressures, not least in the remote delivery of courses over lockdown and in catchup delivery for studio/project courses and postgraduate examinations post-lockdown.

Grades and Completions

A small number of DEF grades for MCP Suite and BCE are monitored and followed up by the relevant academic staff, Discipline Leaders and the APM.

Quality Reporting

Moderation

Moderation plans for the BCE and MCP Suite have been approved. The PAQC is confident that moderation is occurring for 1202 and 1204 to ensure that assessment is fair, valid and consistent.

Student Evaluation of Courses

Covid 19 presented a challenge with regard to student engagement with the course evaluation. Going forward, we plan to improve response rates by requesting that academic staff remind and prompt students to complete the surveys in class wherever possible.

Programme teams are reviewing course survey results and have in some cases addressed issues within individual CEPs. Teams will discuss results more fully in Āta-kōrero sessions scheduled for the programmes.

The APM provided an update at the most recent PAQC meeting on facilities matters raised previously by the postgraduate student representative. Student representatives are a primary point of contact for closing the loop with student feedback.

Course Evaluation and Planning

Staff are gradually becoming familiar with the new CEP template. Engagement is improving. CEP results are considered more fully in the Āta-kōrero sessions in the PEP process.