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<b>To</b>	Programme Academic Quality Committees	<b>From</b>	Simon Tries, Chair, Te Poari Whai Kouna   Quality Alignment Board
<b>Title</b>	Change to Academic Risk reporting	<b>Date</b>	7 September 2020

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**Recommendation/s**

That Programme Academic Quality Committees:

- note the revised approach to the oversight of Academic risk.
- Consider adopting the *APM to PAQC Risk action report*

**Purpose**

To update PAQCs on a recent decision by Academic Board.

**Commentary**

As a result of progress made in the management and oversight of academic risk and the increased confidence in processes which support this mahi, Academic Board considered, and adopted, the following resolution at its meeting on 2 September 2020

Approve the alignment of reporting of academic risk to PAQC meetings times following the September reporting period, on the proviso that APMs report to PAQCs, and that PAQCs provide assurance that risks are being effectively managed, at least every two months.

In practice, this means that from 8 September 2020 onward, APMs (or their delegates) are required to report to PAQCs on the management of risk associated with their programmes. This is expected to occur at every standard PAQC meeting and must occur at least every two months. This arrangement will continue *only* while QAB and Academic Board continue to have assurance that PAQCs have effective oversight of the risks associated with their programmes, including regular evaluation of, and reporting on, risks associated with each programme.

PAQCs are required to gain assurance that programmes are being effectively managed. It is recommended that PAQC require a standardized reporting approach from APMs:

- To outline the key risks associated with its programmes; and
- To gain assurance that risks are being effectively managed.

A sample APM to PAQC report is appended for the PAQC's consideration.

PAQC Chairs will be required to report on the efficacy of the PAQC's oversight of their programmes' risks.

Support for the management and oversight of academic risk is available by emailing Simon Tries ([stries@unitec.ac.nz](mailto:stries@unitec.ac.nz))

**Appended:**

Academic Board: [Memo](#) with [ARM Report \(August 2020\)](#)

2. APM to PAQC Risk action report *SAMPLE*