
To	Quality Alignment Board	From	Eric Stone Contributors: Jayne Mercier, Sue Crossan, Eric Stone, Maureen Perkins, Simon Tries.
Title	Āta-tuhi: Te Korowai Kahurangi Report on the 2020 Interim PEP Process	Date	2020 / 10 / 19

Recommendation/s

That QAB:

1. Receive the **Āta-tuhi: Te Korowai Kahurangi Analysis of the 2020 Interim (Mid-Year) PEP Process Report**
2. Discuss and provide guidance on the recommendations included in the report:

The report identifies a number of actions. These are summarised into key steps for preparation for the EoY PEP process. The QAB should note that the process and capacity recommendations require timely decisions.

Process and Capacity

- Develop timeframes for the EoY PEPs. These are sufficient to enable robust Āta Kōrero and Āta Tuhi to be completed by Te Korowai Kahurangi staff and report writers (Owners: Te Korowai Kahurangi, Heads of Schools (HoSs))
- Identify focus areas and review sample for EoY PEPs by Te Korowai Kahurangi, informal EER feedback may assist with this (Owners: QAB)
- Identify Āta kōrero processes i.e. team led, or Te Korowai Kahurangi led (Owners: QAB)
- Ensure resourcing to meet timelines and process is understood and supported by Schools

Template and Data Development

- Refine templates and rubrics as per feedback and identified improvements in this report, including SMART goal development, matching template more clearly to Power BI dashboards (Owner: Te Korowai Kahurangi)

Capability Development

- Provide support to Schools for the following: Power BI use, identification of other PEP data sources, SMART goals, Course Evaluation Planning (CEP) completion and quality (Owner: Te Korowai Kahurangi)

Purpose

The purpose of this memorandum is to:

- Provide QAB with an update of the Interim PEP process

- Provide QAB with an analysis of the effectiveness of the PEP process in the interim round
- Provide an overview of steps for continuous improvement the PEP process
- Outline recommendations for the End of Year PEP process and seek approval for these to be actioned.

Background

The report attached provides the background to the recommendations.

Next Steps

Once approved, action will be taken on the recommendations

Attachments

Report: Āta-tuhi: Te Korowai Kahurangi Analysis of the 2020 Interim PEP process (including appendices)