To	Te Poari Whai Kounga | Quality Alignment Board	**From**	Dianne Roy
			Nursing PAQC
Title	PAQC Chair's Quarterly Report	**Date**	2020/10 /12

1. Overview

Two regular meetings of the BN PAQ committee have been held (18 August and 22 September). Both included attendees joining either face to face or via Zoom. Sub-committee meetings have been held for ratification of grades and to consider Covid-19 related assessment circumstances.

We were finally able to welcome our two student representatives to the meeting on 22 September.

General Committee Health Check

What is going well?
The committee is working well to achieve its purpose to ensure that quality assurance and continuous improvement for course and programme quality and outcomes for students, comply with Unitec-wide policies, processes and procedures, while providing the formal forum for self-assessment and academic decision making by Academic Programme Managers and Teaching Staff.

What improvements can be made?
Going forward we will continue to make better use of sub-committees to help us further enhance our quality processes. For example, a sub-committee has been established to review all MyCourseDetails for Semester 1 2021. This will improve accuracy in relation to Course Descriptors and for consistency of presentation and content across the programmes to increase clarity for students.

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

Progress against 3 (max.) key actions

Approvals:
Interim PEP report (Sem 1 2020) was reviewed and, following some agreed amendments, approved by the BN PAQ on 2 September and submitted. We were then asked by TKK (Eric Stone) to reconsider Focus area one to address the real student achievement (based on projected completions) rather than actual (that were based on grades for clinical courses being deferred as students had not been able to complete clinical placement due to Covid-19). The committee discussed this and agreed to change response for Focus 1, from 'poor' to 'excellent' based on expected outcome once students complete the clinical hours. See E-meeting minutes of 8 October.

The BN PAQ has continued to support the APM and Course Co-ordinators in regard to re-submission/reassessment decisions based on APC applications and/or Covid-19 related circumstances. Where these fall outside the usual processes or regulations a BN PAQ (or sub-committee or chair's decision) has been minuted. Decisions have been driven by principles of fairness and justice to the students and recognising the potential impact of disrupted learning. See for example BN PAQ sub-committee minutes of 12 October 2020.

Risk management

Process

The APM provides a verbal update to BN PAQ at each monthly meeting as well as regular updates at staff meetings. The BN PAQ chair also regularly reviews risk register.

Outcomes

At this point there are no high or extreme risk to the programmes.

Our most significant potential risk to both BNurs and VTNCA (CAP) remains any further disruption to clinical placements due to Covid-19 lockdowns.

2. Student support and achievement

Priority Group Strategies

Process

The BN PAQ is confident that the relevant institutional strategies (e.g. embedding of 'I see me' initiatives) are being implemented within the BNurs and VTNCA (CAP).

Outcomes

Enrolments remain stable for all students, including priority groups, despite COVID19.

SCC for all priority groups are stable or improve. This cannot be fully assessed until course grades from clinical courses deferred from Semester 1 (due to Covid-19) have been ratified following course completion at end of Sem 2.

Student Success
Student Outcomes
The BN PAQ is confident that both programmes are on track to achieving their target by the end of Semester 2 2020.

Grades and Completions
There are 99 missing/DEF grades for Semester 1 2020. These relate to the two courses where the clinical placements were cancelled because of the first Covid-19 lockdown. There is a clear plan in place for student access to clinical placements and course completion by the end of Semester 2.

Student Feedback
Process
BN PAQ is satisfied with the effectiveness of mechanisms being used to gather feedback from students. Lecturers request formal and informal feedback from students in their respective courses at mid-way and end of course (as appropriate), which is reported in the CEP. Students are encouraged to complete Unitec student satisfaction surveys, and informal verbal/email feedback is also encouraged/received.

Outcomes
Summary of response rates for programmes
The committee would always prefer higher response rates, but we are satisfied with an overall rate of 36.8% across the two programmes.

Summary of issues and improvement plans
BN PAQC has some oversight of this, but specifics are addressed at staff meeting and planning meeting levels, with staff encouraged to act on feedback as appropriate to 'close the loop'.

3. Academic quality outcomes

Moderation

Moderation plans

Internal moderation has been completed for all Semester One courses and in progress for Semester Two, as per BNurs regulations & moderation plan. External moderation will occur for seven courses (as per moderation plan) on 15 and 29 October 2020.

Moderation outcomes

The BN PAQC is satisfied that internal and external moderation is occurring as per the approved moderation plan.

Summary of any known issues and any mitigation plans

The BN PAQC is not aware of any issues with moderation processes. The APM and senior academic staff are involved in mentoring new staff in moderation processes. A number of staff have completed their Moderation Badges.

Research

The BNurs remains 'red', but the BN PAQ is quietly confident that in the next RPTL report will show the programme as "orange".

4. Programme design, delivery and review

Course Evaluation and Planning

Process

The BN PAQ is disappointed with the number of CEPs from Semester 1 that are not yet completed. The APM has been asked to follow-up and an agenda item has been added to the next staff meeting (13/10/2020).

Semester One 2020			
	CEPs Required	**CEPs Completed**	**Not Yet Completed**
BN	5	3	2
BNURS	18	10	8
VTNCA	2	1	**1**

Semester Two 2020		
	CEPs Required	**CEPs Started**
BNURS		7
VTNCA		0

Outcomes

The BN PAQC is somewhat confident that CEPs are being used to effect change.

Programme Evaluation and Planning (PEP)

Process

Interim PEP approved and submitted October 2020.

Outcomes

The BN PAQC is satisfied that both programmes are being effectively evaluated, that action plans are appropriate and actions are being implemented as required

Degree Monitoring

Process

BNurs monitor visit is completed for 2020. VTNCA – Return to Nursing- Competency Assessment was monitored in 2019, no confirmation of any dates for monitoring for 2020/2021.

Outcomes

NA

Professional Accreditation/Other

Process

All academic staff who are registered nurses hold a current Annual Practising Certificate as per the requirements of the Nursing Council of New Zealand (NCNZ). No NCNZ monitoring/accreditation required in Semester 2 2020.

Outcomes

NA

Stakeholder Engagement

Process

Ongoing Covid-19 related engagement has continued with many external stakeholders within the Ministry of Health, District Health Boards, Nursing Council, and other nursing programme providers around the country as we reacted to the evolving situation.

Next Nursing Advisory Committee meeting with our external stakeholders scheduled for 15 October 2020.

One Awhina Strategic Advisory Committee meetings have been held (2 September). Next meeting scheduled for 9 December.

Outcomes

The BN PAQC is confident that the programmes are being informed by feedback form stakeholders.

Programme Review

Process

No scheduled reviews for 2020. BNurs is scheduled for review in 2021 and VTNCA in 2022.

Outcomes

NA

Graduate Outcomes

Process

In addition to Unitec survey, all graduates are emailed and asked to complete employment destination survey as part on National nursing destination data collect. Non-responders followed up two weeks later.

Outcomes

NA yet for 2020

Reference:
PAQC Terms of Reference

Programmes overseen by the PAQC:

- **Bachelor of Nursing**
- **VTNCA (CAP)**