

School of Trades and Services Action Plan 2021

Manaakitia te Rito Priorities	Unitec Priorities - Schools	Actions
1. RANGATIRATANGA - Authority and Responsibility Improve the success of all learners, achieving parity for Māori, Pacific and under 25s by 2022, enhancing international learner success and serving the educational needs of Tāmaki Makaurau <i>We provide academic and pastoral care to our learners – underpinned by manaakitanga</i>	1.1 To reinforce our Manaakitia te Rito kaupapa by further embedding our culture of 'learners at the centre', including progress towards Māori, Pacific, U25 parity achievement and equality 1.2 Understanding our learners and proactively responding to their needs incl. I See Me 1.3 Deepen and grow partnerships with community, schools, industry, employers and Iwi 1.4 Deepen partnership and strengthen relationships between school and our Manukau Insitute of Technology peers	1.1.1 Engage with, deliver, review and reflect on various Student Success/ Priority Group Strategies. 1.1.2 Achieve the Unitec Student Satisfaction (NPS) of +25, including new Student NPS of +40 1.1.3 Set and achieve School and programme Student NPS targets 1.2.1 Deliver I See Me initiatives, including the Student Outreach programme, Hāpai Ō, and other relative programmes of work 1.3.1 Be responsive to industry and community. Maintain current and develop new relationships for the benefit of programmes and learners 1.3.2 Partner with Support Teams to enable learner retention and success 1.4.1 Seek opportunities and initiate actions in partnership with Manukau Institute of Technology to formulate and implement Tamaki Makaurau solutions
2. MAHI KOTAHITANGA - Co-operation Provide high quality learning, teaching and applied research to develop work-ready lifelong learners <i>Apply self-assessment to sustain continuous improvement and achieve excellence in educational performance</i>	2.1 High quality learning, teaching and research, including commitment to academic quality, embedded in our practice 2.2 Contribute to and explore opportunities that arise from the reform of vocational education and training 2.3 In all programmes, ensure that compliance is achieved. 2.4 Be kind to staff, communities and stakeholders through careful analysis of needs while being cognisant of communication style and content	2.1.1 Continue to develop innovative and Learner centred Learning and Teaching opportunities, including blended learning 2.1.2 Continue to embed strong, sustainable academic quality processes and procedures 2.1.3 Achieve Unitec and per School per programme SCC and QCR targets 2.1.4 Achieve research Traffic Light targets, including research output goals per school 2.1.5 Respond to COVID-19 in a proactive and co-ordinated manner 2.2.1 Contribute to and explore opportunities with MIT & Te Pūkenga 2.2.2 Engage proactively with Te Pūkenga Programme Guidelines (new and/ or redevelopment programmes) 2.3.1 Learning materials are quality checked at all stages of their development. Further, learning materials are moderated with outcomes communicated to stakeholders, required actions enacted to close the feedback loop 2.4.1 Acknowledge those with disabilities: plan, support and cater for individual needs ensuring equitable access to vocational education and training.
3. WAKARITENGA - Legitimacy Engage and inspire staff so they are proud to work at Unitec and are equipped with the capabilities to support quality learning <i>Collectively empower staff to enhance knowledge, careers and skills – and value our achievements</i>	3.1 Ongoing development of staff capability 3.2 Enhance staff health, safety and wellbeing through flexible working practices 3.3 Increase staff engagement 3.4 Target development of staff to ensure enhanced capability in supporting key areas of the business in both academic and commercial spheres.	3.1.1 Clear expectations of staff via shared understanding of policies and procedures, health and safety, and Code of Conduct 3.1.2 100% ADEP plans for all staff completed, including 2 professional development badges per teaching staff member. Focus on quality, performance outcomes, and timeliness. 3.2.1 Flexible working practices successfully implemented across all schools 3.2.2 Values-led culture. Develop a culture of accountability, respect and innovation via Te Noho Kotahitanga. Promote kanohi o te kanohi interpersonal relationships and well-being of staff 3.3.1 Maintain staff engagement for Unitec of no less than 80% 3.4.1 Focused staff development activities so that they align with key institutional strategies while empowering staff to achieve greater satisfaction in their working life.
4. KAITIAKITANGA - Guardianship Build a financially sustainable organisation to invest in the future with an annual operating surplus <i>Through partnership provide adaptive, future focused programmes that meet the needs of community, Iwi, industry and key stakeholders</i>	4.1 Strategically progress the academic portfolio plan to invest in growth opportunities in line with the Tāmaki Makaurau and Waitākere Strategies 4.2 Contribute positively to a financially sustainable, future-focused organisation 4.3 Use multiple sources of information, fact check and consult prior to making decisions which incur financial investment and impact the financial wellbeing of the school 4.4 Reconciliation of the campus footprint. Plan a future where restraints are overcome, ensuring the delivery of high quality vocational education direct to the needs of Tamaki Makaurau	4.1.1 Progress the Schools academic portfolio in line with the Tāmaki Makaurau and Waitākere Strategies 4.1.2 Explore programme development/redevelopment opportunities with MIT and across Te Pūkenga 4.2.1 Achieve annual budget and CM% 4.2.2 Partner with operations, enrolments, and marketing to maximise applications, conversion, and EFTs 4.2.3 Be responsive to industry, employer and community feedback 4.3.1 Balance staffing requirements against the need to deliver high quality teaching provision within budget. 4.3.1 Partner with Institutional actors to ensure that compliance commitments are being met.