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<b>To</b>	Te Poari Whai Kounga   Quality Alignment Board	<b>From</b>	Wesley Verhoeff Community Studies
<b>Title</b>	PAQC Chair's Quarterly Report	<b>Due Date</b>	2021/02/25

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## 1. Overview

This overview provides brief reflection of the work of the PAQC during 2020.

### General Committee Health Check

#### ***What worked well?***

*Our committee attendance was excellent we never had quorum issues.  
NZDSRE programme was rate Good for self-assessment and good for performance in EER  
All programmes Monitor visits had excellent feedback  
The committee has now got to a place where we can start to interrogate more.*

#### ***What improvements have been/will be made for 2021?***

*Refined work schedule learning from last year. Practically around the timing of PEPs.  
Addition of two student reps to help with regular attendance of at least one rep.  
Higher expectations now we have had one attempt at new systems and processes.*

#### ***What support is required (actions required) to achieve these improvements?***

*Support to train new programme co-ordinators from TKK*

#### ***What issues (if any) need to be escalated to Quality Alignment Board | Te Poari Whai Kounga?***

Student course evaluation continue to be a problem. The online email system needs to be reviewed. Our data continues to have to low of a sample size to be representative and impacts our ability to draw meaningful conclusion from.

### Progress against 3 (max.) key actions

#### **Retention of assessments**

We have implemented a system for the retention of assessment. As the plan came in mid semester 2 we have allowed some grace however the expectation for semester 1 2021 if for full compliance.

#### **Risk Registers**

Risk Registers continue to be a source of debate. The PAQC chair will work with ECE to review their register. Teachout programme have previously been a source of risk however as they are now close to finishing the risk is dropping.

#### **Membership**

Student representation has been a problem. Our student representative had a lot of clashed with our meeting time. This year we have two students to be added which may help with this type of issue.

#### **Risk management**

Process

ECE Risk register still needs to be reviewed.

The risk register took a while to be understood and some programmes are still struggling. However, we did get to a point in the last half of the year where we could interrogate the programmes risk and ask the APM's and Head of school what is being done to mitigate these risks.

Outcomes

See summary of PAQC actions above

## **2. Student support and achievement**

### **Priority Group Strategies**

Process

The committee is assured and confident the school is engaging in the institutional strategies. As to which degree we have no criteria or bench mark to evaluate this against. HR is ensuring priority group badges are complete.

The integration of the LOP programme has started to improve with a new school dedicated LOP person.

Outcomes

Nothing to report

Priority group statistics as of mid-semester were improving however without the final PEP's being completed the committee is not able to give a final judgement until the PEP's are reviewed.

### **Student Feedback**

PAQC is not assured that the process for gaining student feedback is adequate. Representative data is not being collected. Across the last 3 semester programmes have attempted to improve student engagement with the online survey. Even blocking class time to do the survey and student still don't engage.

Outcomes of issues and improvement plans

Issue need to be escalated to QAB

### 3. Academic quality outcomes

#### **Moderation**

##### Moderation plans

Moderation plans are on track via our school tracker and will be checked at the next meeting.

##### Moderation outcomes

All internal and external moderation requirements were met for 2020

##### Summary of any known issues and any mitigation plans

Currently ECE is running a different system and they need to align themselves with the rest of the school and allow oversight. APM, PAQC Chair and AAQ are working with the team to move their processes.

#### **Research**

##### ***Research chair asked to add a comment***

“Summary of school status:

In 2020, 4 out of 5 programmes in our school were green lit. The other programme was amber lit and it will be taught out this year. This equates to approximately 79% of our staff being green lit. If we maintain these status, then I don't see any risk in terms of being research active.”

PAQC is satisfied of all research requirements.

### 4. Programme design, delivery and review

#### **Course Evaluation and Planning**

##### Process

There were several IT related teething issues semester 1. However, these issues should have been fixed by semester 2. ECE remain an issue with only 2 of 17 completed. The issue being raised with APM and is currently being addressed. We will have a check in on our next meeting.

In the future the new CEP format is much more user friendly and our programmes have all gone through training with TKK

[CEP 2020 Sem 1](#)

[CEP 2020 Sem 2](#)

##### Outcomes

The course report process is not new to all of our programmes however the CEP's process is taking a while to implement. PAQC is confident the CEP is adding value and will be used for positive change.

**Programme Evaluation and Planning (PEP)**

## Process

Āta-kōrero are being booked in and PAQC meeting have been scheduled to be able to review..

PAQC is highly confident in the schools process and ability to self-reflect.

## Outcomes

**Degree Monitoring**

## Process

All booked in

BSpt monitor is organised the school's BA is currently working out logistics.

Osteopathy monitoring and industry advisory is organised and managed by the Accrediting body the Osteo council. Already being prepared

ECE is in the process of finding a new Monitor. They are currently checking with the teaching council to see if the same NZQA process is ok.

## Outcomes

Nothing to report yet

**Consistency Review**

## Process

Sport programme co-ordinator attended the consistency review of the NZ Certificate in Sport and Recreation as an observer. As there was only 1 presenter NZQA ran this as a training session. This will help preparing the programme better for future consistency reviews. Learning has been feedback to the entire sport team.

## Outcomes

N/A no graduates yet for both NZCSR and NZCC these are the only two which have consistency reviews scheduled.

**Professional Accreditation/Other**

## Process

ECE does have reaccreditation until 2022

Osteopathy accreditation is as part to it monitoring process.

## Outcomes

Osteopathy received good feedback from their last visit. PAQC is assured

**Stakeholder Engagement**

## Process

Nothing to report at the moment, we do need an update on dates for programmes next 2 industry advisors IAC meeting in next PAQC meeting.

Outcomes

Community studies PAQC confident every programme is highly industry connected

### **Programme Review**

Process

ECE business case was approved and they are currently developing. With the new MIT relationship, they are exploring sharing the qualification or picking up another ITP qualification.

Outcomes

### **Graduate Outcomes**

Process

PAQC is satisfied with the response rates.

Our programmes replied to the survey run by TKK about graduate survey times and questioning.

Outcomes

PAQC is satisfied that the graduate outcomes are being met.

### **Reference:**

[PAQC Terms of Reference](#)