To	Te Poari Whai Kounga | Quality Alignment Board	**From**	Gerard Lovell
			Computing
Title	PAQC Chair's Quarterly Report	**Due Date**	2021/02/25

1. Overview

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

General Committee Health Check

What worked well?
The majority of the membership of the PAQC was new. The committee improved over the year discovering what the committee was supposed to be doing.

What improvements have been/will be made for 2021?
During 2020, the HOS was replaced and both APMs were replaced. One staff representative was replaced and the one student representative was absent from both meetings. The new persons are still settling down in their new roles.

What support is required (actions required) to achieve these improvements?
Not sure if new members need specific training or attending meetings is enough.

What issues (if any) need to be escalated to Quality Alignment Board | Te Poari Whai Kounga?
The PAQC chair is not a position of responsibility. However some things require the signature of the chair. The authority of the PAQC is not clear to the teaching staff. The roles of governance and management are unknown. Conflict of interest with APMs reporting to members of the PAQC who are reporting to the APMs.
Chairing the PAQC meeting is a different job in itself. Who is asking the difficult questions and do the members have the expertise to ask the questions.

Progress against 3 (max.) key actions

Only two key actions were closed in October/November meetings those being a pending BCS graduate requiring APL and the external moderation for 2, 2020 for BCS/GDCMP.

Risk management

Process
The PAQC received the updates to the risk register and discussed details of the changes in both the October and November meetings.

Outcomes
The summary is not included in the minutes and should be available in PowerBI. However the chair does not have time to retrieve this information. The discussions let the PAQC know that there are risks but I am not assured that the management of all the risks is effective.

2. Student support and achievement

Priority Group Strategies

Process

The meetings in 2020 dealt with 2020 concerns. They did not include planning for 2021. The PAQC is presently unclear. The first meeting of 2021 will deal with 2021 concerns.

Outcomes

The item is on the agenda for the next meeting. It is too early to comment.

Student Feedback

The PAQC is not satisfied with the mechanisms. It is noted that student survey reports are available on 1 November. By that date, to collate and action any feedback it is too late and students have gone.

Outcomes of issues and improvement plans
The PAQC is not satisfied. Staff did not get reports in sufficient time and no evidence that there is consideration or action.

3. Academic quality outcomes

Moderation
Moderation plans
A plan was in place for 2020.

Moderation outcomes
The PAQC is assured that the plan is being used. The secretary reminded lecturers of courses needing to be moderated. The PAQC cannot confirm that assessment is fair, valid and consistent as it does not have this information.

Summary of any known issues and any mitigation plans
The PAQC is not aware of any issues.

The PAQC is satisfied that there is a plan in place for the retention of assessment materials.

Research
Three of the four programmes at or above level 7 have green. The fourth has orange but there is no explanation of what the colours or percentages mean.

4. Programme design, delivery and review

Course Evaluation and Planning
Process
The PAQC is happy with the progress. A report is received from TKK and APMs take action.

Outcomes
I have no idea that one of the aims of the CEP progress was to effect positive change. News to me as chair. I think it is a poor way of doing it and as chair have no confidence in the process.
Please note that the new CEP is a great improvement but the above comment is for 2020.

Programme Evaluation and Planning (PEP)
Process
The PAQC is confident.

Outcomes
The PAQC noted that the interim PEPs had been reviewed by TKK and submitted to QAB.

Degree Monitoring

Process

The BCS, GDCMP, MCOMP and PGDCG were monitored on 22 September and 2 November 2020.

Outcomes

The reports and response to the monitors have not yet been tabled.

Consistency Review

Process

The PAQC is not confident that information needed for the consistency review is being gathered.

Outcomes

This item is on the school action plan for 2021

Professional Accreditation/Other

Process

Not applicable

Stakeholder Engagement

Process

There was a discussion of industry engagement and a plan to start with the BCS capstone projects. This is underway and a staff member has been appointed industry engagement companion.

There is no indication for other programmes.

Outcomes

The PAQC is confident that work has started on stakeholder engagement.

Programme Review

Process

Not mentioned in last two agendas and no time left to think about it.

Outcomes

Not applicable

Graduate Outcomes

Process

There seems to be a Unitec process to collect data from graduates. This appears in the PEPs which have not yet been approved for 2020.

Outcomes

The PAQC is not assured but maybe after the PEPs are tabled.

Reference:
PAQC Terms of Reference