
To	Te Poari Whai Kounga Quality Alignment Board	From	Steve Marshall Trades and Services
Title	PAQC Chair's Quarterly Report	Due Date	2021/02/28

Overview

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

General Committee Health Check

What worked well?

The re-establishment of a single Trade and Services committee mid 2020 allowed similar issues that affected all Trades programmes to be prioritised and focussed on.

The committee is starting to understand its function and authority, however there is more work to do in this space. There is also a growing awareness of the gaps in knowledge and skills for governance, which is seen as a strength, as once you know there is a problem, then you can address it.

What improvements are planned for 2021?

The membership of the committee for 2021 has been revised and reduced. This is in part to ensure that the members who attend are the best fit for the requirement of the business of the committee, but also to ensure that members can attend each meeting.

This committee will continue to function with a dual function of both Governance and Management. This decision has been made to address the deficit in understanding and execution of academic quality activities, as well as providing a platform for training and upskilling of members.

There is also a growing relationship between other projects that are underway within the School and the PAQC. This is to ensure that those other activities align with QA expectations and also allows those projects to be informed by the PAQC of its perspective on a range of issues.

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

Guest speakers from various support areas of Unitec will be invited to contribute to the ongoing training of members and wider staff groups.

Good ongoing open communication between all members of the committee and the support areas of Unitec.

Progress against 3 (max.) key actions

PAQC support for PEP and interim PEP has improved, however there are still gaps.

Creating a forum at PAQC for training of members in QA requirements has been valuable and is valued by members.

Risk management

The risk register is still mis-understood and is therefore not contributing to the Committee understanding of the health of the School.

Outcomes

Main risk are continued disruption to delivery caused by lockdowns, moderation processes, managed apprenticeship compliance issues and increased EFTS placing pressure on delivery.

1. Student support and achievement

Priority Group Strategies

Process

The interim PEP survey showed an uptake of most elements of ISeeMe, although there an understanding that the disruptions associated with Covid during 2020 resulted in an inconsistent quality of teaching and learning form most students. It is hoped that some stability in 2021 will start to see improvements.

Student Feedback

Student feedback is inconsistent in the School and is directly linked to the on-line method of data gathering. That said, it must be acknowledged that when student feedback is gathered, there is no specific evidence of it being acted upon to achieve improvement, or being fed back to students. This area will be a focus of improvement for 2021.

2. Academic quality outcomes

Moderation

Moderation plans

Moderation plans are being constructed in a meaningful way with a subgroup of the PAQC working specifically on the task.

Moderation outcomes

External moderation outcomes remain patchy with some very good results and some poor results.

The committee is not confident that moderation outcomes are solid.

Summary of any known issues and any mitigation plans

There is a deficit of understanding around 'whole of course' moderation requirements, with the focus still be centred Unit Standards which is a legacy issue. More work is required in this area to establish shared opportunities for collaboration with other providers.

Research

There are not formal research requirements for Trades and Services.

3. Programme design, delivery and review

Course Evaluation and Planning

Process

CEPs are slowly being taken up by teaching staff and improvement in these processes are starting to emerge.

Programme Evaluation and Planning (PEP)

The last evaluation of the Interim PEP during 2020 cannot be considered to have been successful with a large amount of revision required before the PEPs could be published. The PAQC is considering a different process for evaluation and support for the PEP reporting to allow for a better quality of reporting.

Degree Monitoring

N/A

Consistency Review

Those programmes from Trades that engaged in Consistency during 202 are noted in the report included in this meeting.

Professional Accreditation/Other

N/A

Stakeholder Engagement

No significant improvement in this space, however there is a range of consultation being undertaken for some Programme Development.

Programme Review

N/A

Graduate Outcomes

Awaiting the outcome of the current project. Individual completed consistency reviews have identified the specific needs for Trades.

Reference:

[PAQC Terms of Reference](#)