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PROGRAMME AND COURSE DEVELOPMENT and CHANGE POLICY

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| Section | Quality | | |
| Approval Date | 04.12.2017 | Approved by | Academic Committee |
| Next Review | 27.06.2025 | Responsibility | Director: Teaching and Learning - Academic |
| Last Reviewed | 27.06.2024 | Key Evaluation Question | 1-6 |

PURPOSE

The purpose of this policy is to ensure that all programmes, courses and/or other offerings delivered by NMIT | Te Pūkenga (NMIT) and/or any other organisation on behalf of NMIT undergo robust scrutiny to uphold the integrity of NMIT's academic and quality standards.

SCOPE

This policy applies to all programmes, micro-credentials, training schemes, and courses offered by NMIT delivers and/or intends to deliver directly or through an approved sub-contracting arrangement.

POLICY STATEMENT

To enable the provision of quality education, all programme and course development and change shall be consistent with Te Pūkenga and NMIT Strategic Objectives and Investment Plan, comply with Te Kawa Maioorooro |Te Pūkenga Educational Regulatory Framework and relevant regulatory and legal requirements, follow NMIT's approved process, including engagement with iwi partners and consultation with relevant stakeholder groups.

PRINCIPLES

The core principles which inform this policy and that underpin the Programme/Course Development and Change Procedure, include:

- Enabling the learner to achieve subject knowledge and expertise, transferable skills, independence and self-management through scaffolding and contextualisation of learning, including academic and digital literacies
- Utilising educational pedagogies and philosophies that enable learner-centred, technology-enhanced learning approaches, active learning, constructive alignment, and scholarly methodologies of self-assessment for existing practice
- Providing purposeful opportunities for learners to engage with industry, and professional and community organisations in simulated or real-world settings
- Developing transportability and transparent pathways between programmes and courses for ease of access and mobility
- Regular self-assessment reviews to ensure a continuous cycle of programme and course improvement

- Evaluation by teams to ensure quality and adherence to internal and external academic approval guidelines/regulations, NZQA Rules, WDC requirements, other regulatory body requirements, and t legislative and funding compliance requirements.

The Programme/Course Development and Change Procedure details the steps necessary to comply with and implement this policy.

DEFINITIONS

A list of academic terminology is located in Part 10 of Te Kawa Maiooro | Te Pūkenga Educational Regulatory Framework.

REFERENCES

INTERNAL

Te Pūkenga/NMIT Strategic Objectives
 Te Pūkenga/NMIT Investment Plan
 Te Kawa Maiooro | Te Pūkenga Educational Regulatory Framework
 Te Pae Tawhiti (Te Pūkenga Te Tiriti o Waitangi Excellence Framework)
 Programme and Course - Development and Change Procedure
 Te Pūkenga and NMIT Learning and Teaching Policies and Procedures
 Relevant Forms, Templates and Guidelines listed on NMIT's intranet [for staff use only]

EXTERNAL

Education and Training Act 2020 and associated amendments
 Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021
 NZQCF Qualification and Micro-credential Listing and Operational Rules
 NZQCF Programme Approval, Recognition, and Accreditation Rules
 NZQCF Micro-credential Approval and Accreditation Rules
 NZQCF Offshore Programme Delivery Rules
 NZQA Directory of Assessment and Skill Standards Listing and Operational Rules
 NZQA Consent to Assess against standards on the Directory of Assessment and Skill Standards Rules
 Tertiary Education Strategy (2020)
 Tertiary Education Commission requirements
 StudyLink requirements

NZQA Guidance:

- Guidelines for listing qualifications on the NZQCF New Zealand Certificates Levels 1-6 and New Zealand Diplomas Levels 5-7
- Guidelines for programme approval and accreditation of New Zealand Certificates at Levels 1-6 and New Zealand Diplomas at Level 5-7
- Guidelines for approving and maintaining degrees and degree-related qualifications
- Guidelines for micro-credential listing, approval and accreditation
- Guidelines for the implementation of the New Zealand Qualifications Framework Offshore Programme Delivery Rules for institutions other than universities
- Approval of delivery sites

- Interim guidelines for approval and listing of skill standards
- Guidelines for listing assessment standards on the DASS
- Guidelines for listing Consent and Moderation Requirements

TEC guidance:

- Annual Funding Conditions Catalogue
- Funding approval criteria and guidelines for TEO developed micro-credentials