

Controlled Document – Refer to NMIT website or intranet for latest version

PROGRAMME/COURSE DEVELOPMENT and CHANGE POLICY

Section	Quality		
Approval Date	03.05.2017	Approved by	Academic Board
Next Review	03.04.2020	Responsibility	Senior manager responsible for Academic and Quality
Last Reviewed	03.04.2017	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 and/or any other organisation on behalf of NMIT undergo robust scrutiny to uphold the integrity of NMIT's academic and quality standards.

This policy supports NMIT's vision of being a future-focused learning organisation preparing work and world-ready graduates; a vision underpinned by the following strategic objectives:

- Enable learning that develops and inspires capable and connected graduates
- Optimise our programme mix to meet work and world ready outcomes
- Grow partnerships that provide opportunities and solutions

POLICY STATEMENT

To enable the provision of quality education, all programme and course development and change shall be consistent with NMIT's Strategic Objectives and Investment Plan, comply with NMIT's Academic Statute and relevant regulatory and legal requirements, follow NMIT's approved process, and be in consultation with stakeholder groups, including Māori.

PRINCIPLES

The core principles which inform this policy and that underpin the Programme and 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 student-centred, technology-enhanced learning approaches, active learning, constructive alignment, and scholarly methodologies of self-assessment for existing practice
- Providing purposeful opportunities for students 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, other regulatory body requirements, and to ensure that legislative and funding compliance requirements

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

SCOPE

This policy applies to all programmes, courses and/or offerings for which NMIT delivers and/or intends to deliver directly or through a joint venture.

DEFINITIONS

A list of academic terminology and the glossary of Māori terms – Kupu - are located in section 2 of the NMIT Academic Statute.

REFERENCES

INTERNAL

NMIT Investment Plan
 NMIT Strategic and Operating Objectives
 Te Ara Wai - NMIT Māori Strategy
 Programme and Course Development and Change Procedure
 NMIT Academic Statute
 All Learning and Teaching Policies and Procedures
 Certificate of Proficiency Guidelines
 Relevant Forms, Templates and Guidelines listed on NMIT's QMS

EXTERNAL

Tertiary Education Strategy (2014 – 2019)
 Education Act 1989 and associated amendments
 TANZ Collaborative Agreement
 NZQF Qualification Listing and Operational Rules
 NZQF Programme Approval and Accreditation Rules
 NZQF Offshore Programme Delivery Rules
 Consent to Assess against standards on the Directory of Assessment Standards Rules
 Training Scheme Rules
 NZQF Offshore Programme Delivery Rules
 TEC funding conditions

NZQA Guidelines:

- Code of Practice – Guidelines for the Education (Pastoral Care of International Students) Code of Practice– Tertiary
- Guidelines for applying for consent to assess standards listed on the Directory of Assessment Standards
- Degrees and Related Qualifications: Guidelines for Programme Approval and Accreditation to Provide Programmes
- Guidelines for the monitoring of programmes leading to diplomas, degrees and related qualifications at levels 7 to 10
- Guidelines for applying for approval of programmes leading to New Zealand qualifications at Levels 1 – 6 on the NZQF and the accreditation of organisations to provide approved programmes
- Guidelines for approval of New Zealand qualifications at Levels 1 – 6 for listing on the New Zealand Qualifications Framework
- Guidelines for programme approval and accreditation of level 7 diploma programmes for tertiary education organisations other than universities
- Guidelines for the implementation of the New Zealand Qualifications Framework Offshore Programme Delivery Rules for institutions other than universities
- Guidelines to the Training Scheme Rules