

MEMORANDUM OF UNDERSTANDING

between

ACADEMIC QUALITY AGENCY FOR NEW ZEALAND UNIVERSITIES (AQA)

and

NEW ZEALAND UNION OF STUDENTS' ASSOCIATIONS (NZUSA)

1. Purpose

The purpose of this Memorandum of Understanding (MoU) is to agree and achieve shared objectives between the Academic Quality Agency (AQA) and New Zealand Union of Students' Associations (NZUSA).

AQA and NZUSA share an objective of having an authentic, enduring, diverse and effective student voice that contributes to academic quality and quality assurance in New Zealand universities.

A specific objective in this MoU is to include students, or recent graduates, as auditors as set out in the proposal for a sixth cycle of academic audit.

To achieve these objectives, AQA and NZUSA agree to the responsibilities set out in this MoU.

2. Context

AQA conducts audit processes in New Zealand Universities which encompass both academic quality assurance and academic quality enhancement, including dissemination of good practice.

NZUSA is the national voice of students in tertiary education. It represents the interests of students through research, campaigns and lobbying; and provides support to institution-based students' associations.

3. Aims

This MoU aims to:

- Recognise students' associations, including NZUSA, and their role as primary representative bodies for students.
- Empower the role that student voice has in quality enhancement, and the specific students' associations who work towards enhancing student voice
- Support student representatives who engage with their university's academic processes.
- Enhance student voice in the academic audit process.



4. Organisations

This MoU is between:

- AQA
- NZUSA

NZUSA agrees to collaborate with university student associations who are not members of NZUSA to achieve the objectives in this MoU.

5. Responsibilities

AQA will:

- Recognise NZUSA as the national voice of students and its role in enhancing student voice within the tertiary sector.
- Contribute to NZUSA professional development programmes for senior student representatives. This includes briefing these representatives on system overview, key players, the role of AQA and committee dynamics.
- Maintain regular communication and contact with Student Association Presidents, Education Vice-Presidents and relevant professional staff in student associations. In the first instance, this will be through the AQA newsletter, but a more targeted communication strategy may be developed later.
- Meet with student associations when visiting universities. This may be in conjunction with universities.
- Respect and support the relationships that exist between universities and student associations.
- Provide guidance to student associations regarding the development of a student submission (or other agreed student input) to academic audits. This guidance will focus on process and the sorts of content that an audit panel would find useful, and would not include any direction on the substantive comment a student association may make.
- Include student associations in academic audit de-brief processes.
- Provide feedback to student associations on outcomes of academic audit. This may be in conjunction with or undertaken by universities.

NZUSA will:

- Develop and run professional development programmes for senior student representatives and student association staff with responsibilities for education.
- Maintain contact with former student association Presidents and Vice-Presidents. The form that this will take is yet to be determined but could include, for example a LinkedIn group.
- Ensure that academic quality is included in national conferences and other appropriate fora.
- Contribute a student voice column to the AQA quarterly newsletter.
- Work with both member and non-member students' associations in achieving the objectives in this MoU.



AQA and NZUSA will jointly:

- Run an annual seminar on the student voice in academic quality in universities. This will normally be held in October and should include both outgoing and incoming Education Vice-Presidents. One of the objectives of the seminar is to intentionally manage knowledge transfer between outgoing and incoming Education Vice-Presidents.
- Undertake joint activities from time to time, such as conference presentations, that support the purpose of this agreement.
- Share information about relevant initiatives including engagement with overseas entities such as sparqs and the Australian student voice initiative.

6. Operationalisation

The operationalisation of this MoU is set out in the Schedule. An annual schedule of activities will be agreed between AQA and NZUSA. This will normally include the activities set out in the Schedule.

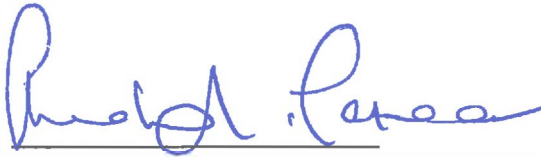
Schedule 1: Annual Plan

Timeframe	Activity
January	3 monthly regular meeting with NZUSA and AQA NZUSA national conference <ul style="list-style-type: none"> • Current issues in academic quality assurance • Professional development workshop on making an effective contribution
February	
March	AQA Newsletter
April	3 monthly regular meeting with NZUSA and AQA
May	
June	AQA Newsletter
July	3 monthly Regular meeting with NZUSA and AQA
August	
September	AQA Newsletter AQA Support for Quality conference
October	3 monthly regular meeting with NZUSA and AQA NZUSA Student Voice in Universities Summit <ul style="list-style-type: none"> • Sharing partnership practice • Knowledge transfer from outgoing to incoming Presidents and Education V-Ps
November	
December	AQA Newsletter Annual planning meeting with NZUSA and AQA

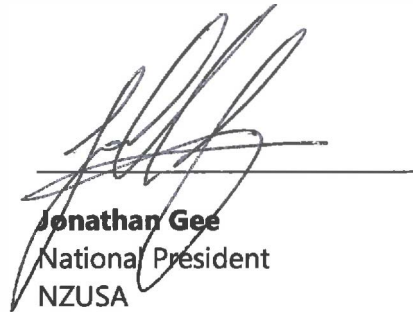
Schedule 2: External References and Resources

- <https://www.uts.edu.au/partners-and-community/initiatives/student-voice-university-decision-making/starting-new>
- <http://www.sparqs.ac.uk/index.php>
- <https://akoaootearoa.ac.nz/download/ng/file/group-4/student-voice-summary-report.pdf>
- 2015 External Review Report recommendation 7 regarding enhancing the student voice; <http://www.aqa.ac.nz/sites/all/files/AQA%20External%20Review%20Report%202015.pdf>
- Cycle 6 Academic Audit.

Signed on 24 day of July in the year 2017 by:



Sheelagh Matear
Executive Director
AQA



Jonathan Gee
National President
NZUSA