

QUALIFICATION LIFECYCLE REVIEW PROCESS POLICY

Section	Academic
Contact	Centre for Education Transformation
Last Review	New
Next Review	August 2028
Approval	AB25/08/132
Effective Date	August 2025

Purpose:

The Qualification Lifecycle Review Process (QLRP) Policy specifies the guiding principles that underpin the cyclical review of academic programmes at Te Kunenga ki Pūrehuroa Massey University. The Policy and associated Procedures are constructed around the values enshrined in Te Anga Paerangi, and supports the attainment of the four key goals of the Learning and Teaching Plan, namely, to:

- Meet our learning and teaching Te Tiriti o Waitangi commitments
- Deliver excellent learning experiences
- Work with our students as partners
- Invest in staff development and capability.
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The QLRP comprises a series of connected processes at two levels: course level and qualification level. It outlines the quality assurance actions which take place at each level, and provides the mechanisms by which these actions occur and are reported.

The processes entrenched in the QLRP align with our regulatory Committee on University Academic Programmes (CUAP) requirements.

Principles:

Massey University's Qualification Lifecycle Review Processes:

- Facilitate development and continuous improvement approaches by empowering staff
- Focus on improving courses and qualifications rather than critiquing teachers and teaching
- Recognise the connection between courses and qualifications
- Recognise the lifecycle of courses and qualifications
- Promote equity student outcomes and student-centred approaches.

To be successful, the QLRP must be:

- Implemented systematically, comprehensively, and consistently
- Accounted for in staff workloads
- Supported by professional development.

Policy:

1. Qualifications, specialisations and courses must be regularly and systematically reviewed.

2. Reviews must take into account the nature of the discipline; the characteristics of the programme, including its size, complexity and strategic importance; any accreditation requirements, as well as Massey University's Strategy and Te Tiriti o Waitangi commitments.
3. Review processes must be consistent with requirements of the regulatory environment in which the university is operating.
4. Responsibility for the administration of all course-level processes, and the annual qualification-level processes, rests with the relevant Programme Committee. The results of these processes are reported to the relevant College Board and noted at Academic Committee.
5. Responsibility for the administration of the cyclical qualification-level processes (i.e., Graduating Year Review and Qualification Review) rests with the Office of Academic Quality, Reporting and Assurance. The results of these processes are reported for action to the relevant College Board, for noting to Academic Committee and Academic Board, and GYRs submitted to CUAP for approval.

Audience:

All staff

Relevant legislation:

Nil

Legal compliance:

Nil

Related procedures / documents:

Qualification Lifecycle Review Procedures
Curriculum Framework
Qualification Policy
Qualification Framework

Document Management Control:

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