



INSTITUTIONAL AUDIT PROGRESS REPORT June 2009

1.0 INTRODUCTION

The working groups completed their reports in January 2009. The coordinators and team members are thanked for the extensive work undertaken by them.

Work commenced on integrating the information from the working groups as well as other different sources and on designing the structure of the self-evaluation report for CPUT. The research considered the structure of the reports as well as the information contained therein and the types of analysis undertaken by the respective institutions. The character of reports from the Universities of Technology and the traditional Universities was considered as well as the philosophical issues underpinning quality.

Based on the findings a possible structure and composition of CPUT's report was developed and presented to Steering Committee at the Institutional Audit Breakaway held on the 24th and 25th April 2009.

Robust discussion followed on the structure of the SER as well as the information and shortcomings identified. Input from this breakaway has been formalized into an action plan for all line managers consisting of items requiring systemic action as well as actions required to provide dialogue and evidence for the report itself.

General concerns were raised on:

- How Council and the Institutional Forum will engage in these activities?
- The structure of the report and on how directly the report should speak to the HEQC criteria?
- How the likely lines of inquiry should be identified?
- Developing a common understanding of terminology, such as, referring to CPUT as an undergraduate offering institution offering qualifications from diploma level through to post-graduate level.
- How to strengthen the inclusion of students in the self-evaluation process
- How CPUT should classify itself in relation to the research criteria

There was concern expressed by participants on the way forward and the following decisions were taken:

5.1 With regards to the Institutional processes that need to be instituted, harmonised or changed:

This is to be done by line function and is to be taken through to the relevant committees in quality assuring the different processes identified. The intention is to lead to a cycle of continuous improvement and demonstrating engagement with the institutional audit process. Some of the core CPUT operational processes identified may only be initiated and may not complete by the final draft of the report.



Issues will form part of the IQIP and demonstrate progress in terms of quality management at CPUT. The progress attained will be reported on in the final draft of the report. It is therefore necessary to inform QMD of progress and the document will be changed accordingly.

2.0 PROGRESS ON PROGRAMME REVIEWS.

The review of programmes at CPUT initiated in June 2008 is concluding. A total of 276 programmes were scheduled. To date 88% of these have been reviewed. In total 80% of the external panel reports have been received and data capturing and analysis of the information has commenced.

3.0 PROGRESS ON STRATEGIC UNIT REVIEWS

To date 23 strategic departments have been scheduled for reviews. The review process is approximately 50% complete and external panel reports have been received for 30% of the departments.

4.0 PROGRESS ON THEMATIC REVIEWS

The thematic review on the storage of assessment materials has been completed and the review of learner guides for every subject has commenced.

