

Improvement Grants Information

Revised January 2022

The logo for Quality Advancement (QA) features the letters 'QA' in a large, blue, serif font. The 'Q' and 'A' are connected at the top. The background of the logo area consists of light blue, wavy, abstract lines.

QUALITY ADVANCEMENT
Te Huka Whai ki Matariki

Purpose

Improvement Grants support the University of Otago's preparations for, or response to, Academic Audit. Academic Audits are the process of assessing the academic quality of New Zealand Universities. The University of Otago's next Academic Audit (Cycle 6) will take place in 2024. It focuses on teaching, learning, support and outcomes for students. Cycle 6 incorporates an Enhancement Theme topic: *Access, outcomes and opportunities for Māori and Pasifika students*.

Improvement Grants are awarded to projects relating to the Academic Audit focus that propose solutions to challenges faced by the University and encourage the development and sharing of good practice. This may involve improvement of existing academic practices or the introduction of new practices to improve existing processes or achieve objectives. Projects may take a variety of forms including benchmarking, improvement initiatives, interventions, pilots, or other innovative endeavours.

Point of Focus in 2022

In 2021, the DVCs'/PVCs' Group approved 22 recommendations from the Covid-19 *Lessons Learned from the Rapid Shift to Online Learning and Teaching* report produced by the Committee for the Advancement of Learning and Teaching (CALT). Applications that support implementation of these recommendations are welcomed.

Funding

Usually up to \$75,000 is made available annually for grants and the normal maximum for any individual grant is \$10,000. The fund is not for supporting activities that should be part of the normal course of work of a department or service area or that fall naturally within the bounds of other University funding sources such as University Teaching Development (UTD) Grants.

Criteria

- Projects will align with one or more of the five sections in the Cycle 6 Academic Audit Framework and (if applicable) a Covid-19 Lessons Learned recommendation, consistent with the 2022 Point of Focus.
- Projects will align with one or more of the strategic imperatives in the University's [Vision 2040](#).
- Projects will have the potential to benefit the wider University.
- The expectation is that projects will be completed within 12 months. Note: expenditure against successful grants in the Service Divisions must fall within the calendar year in which the award is granted.

Application Process

The Improvement Grant process is managed by the Quality Advancement Unit. An Improvement Grant application form may be downloaded from the Quality Advancement Unit's website at: <http://www.otago.ac.nz/quality/grants/index.html>

Improvement Grant applications must be approved by the relevant Head of Department or Area and/or Dean or Director (if applicable) and by the relevant Pro-Vice-Chancellor or Divisional Head prior to submission to the Quality Advancement Unit.

Applications will be considered by a small group convened by the Deputy Vice-Chancellor (Academic) including the Director, Quality Advancement, and a member of the Quality Advancement Committee.

The Quality Advancement Unit will notify applicants of the outcome, normally within a month of the closing date.

Reporting Requirements

At the completion of an Improvement Grant project, the Project Leader must submit a Final Report Form to the Quality Advancement Unit. This form and a Final Report Information Form providing key information about the reporting process can be downloaded at <http://www.otago.ac.nz/quality/grants/index.html>.

Closing Date

Improvement Grant applications must be lodged by email with the Quality Advancement Unit by **Monday 28 February 2022, 5.00pm.**

Contacts for Enquiries

For enquiries about the Improvement Grant process, please contact:

Angela Moore | Administrator | Quality Advancement Unit

Email: quality-advancement@otago.ac.nz | Tel: 03 479 5784

For information and advice about the Covid-19 Lessons Learned recommendations (2022 Point of Focus) please contact:

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