



**TO: Chief Executive Officers, Tertiary Education Organisations  
New Zealand Diploma in Business Liaisons**

**ATTENTION: New Zealand Diploma in Business Programme Managers  
Heads of Business and related departments  
Lecturers of NZDipBus papers  
Local Business Advisory Committees**

## **Report on the 7 December 2011 and 14 March 2012 meetings of the National Advisory Committee for Business Studies**

This circular reports on the meetings of the National Advisory Committee for Business Studies (NACBS) held on 7 December 2011 and 14 March 2012.

Matters reported include:

- NACBS membership
- review of business qualifications
- national external moderation
- NZDipBus prescription reviews.

Please bring this circular to the attention of any local advisory committee(s) that has an interest in the NZDipBus.

### **NACBS membership**

*7 December 2011 meeting*

New Business New Zealand representative Kevin Chambers and Human Resources Institute of New Zealand representative Brenda Tweedy were welcomed to the committee.

Current membership can be found on the NZQA website at:

<http://www.nzqa.govt.nz/qualifications-standards/qualifications/nz-diploma-in-business/national-advisory-committee-for-business-studies-nacbs/>

### **Review of business qualifications**

*7 December 2011 meeting*

NZQA reported on developments in the review of business qualifications. The majority of sector feedback had not been in favour of the first proposal for governance of the review and reflected concern that governance and representative roles were not differentiated. The second proposal was to form a smaller governance group based on recommendations from the wider representative group. Feedback on the second proposal had recently closed and was being considered. Nominations were also being considered for sector representatives who would meet and decide on governance arrangements.

The committee raised some concerns with the second proposal and the way NZQA had engaged with the NACBS during consultation.

**Key NACBS concerns:**

- The proposed representative group is unbalanced with some omissions and groups that are not owners. The rationale for inclusion of some groups was questioned.
- It was not deemed appropriate to call for nominations before closing consultation on the second proposal.
- How will the representative group apply criteria for governance group selection without self-interest affecting their decision?
- Pre-consultation with the NACBS on the proposals would have allowed for useful feedback.

*14 March 2012 meeting*

NZQA updated the committee on business qualification review developments. The Representative Group had met on 6 March and finalised a purpose statement, Terms of Reference, selection process and selection panel to establish the Governance Group.

A selection panel had been confirmed with representatives from:

- Institutes of Technology and Polytechnics
- Industry Training Organisations
- Whakaruruhau
- Business New Zealand
- NZQA Qualifications Development and Tertiary Moderation

Information about this consultation on the review of business qualifications can be found at: <http://www.nzqa.govt.nz/about-us/consultations-and-reviews/development-of-nz-business-qualifications/>

**Quality Assurance Body matters**

*7 December 2011 meeting*

NZQA reported on quality assurance matters of interest to the NACBS. Sanctions were being applied on education organisations with a “Not Yet Confident” status following External Evaluation and Review - for example, statutory interventions and conditions, or not allowing expansions to accreditation or consent to assess.

*14 March 2012 meeting*

There had been some activity in the sector from those Private Training Establishments that had stopped delivering New Zealand Diploma in Business programmes and were about to restart. PTEs restarting NZDipBus are expected to inform NZQA and a visit will be arranged to ensure that all requirements are being met.

**Academic Committee**

*7 December 2011 meeting*

The NACBS endorsed several reviewed NZDipBus prescriptions:

- 530 *Organisation and Management*
- 633 *Human Resource Management*: Subject to a minor amendment.
- 636 *Applied Management*: Subject to minor amendments.
- 520 *The Economic Environment*: Subject to a minor correction.

*14 March 2012 meeting*

There were some updates on NZDipBus prescription reviews:

- The following prescriptions had been approved and published on the NZQA website:
  - Reviewed Management (including human resources and employment relations) prescriptions.
  - Reviewed Marketing prescriptions.
  - 520 *The Economic Environment*.
  - 560 *Business Communication*.
- 430 *Quantitative Business Methods*: The review panel was in the process of reviewing national consultation feedback.
- Accounting and Finance group: A review panel had been selected and the first meeting had been arranged for 27 – 28 March 2012 in Wellington.

Final versions of reviewed prescriptions are available on the NZQA website at:  
<http://www.nzqa.govt.nz/qualifications-standards/qualifications/nz-diploma-in-business/prescriptions/>

**Moderation**

*7 December 2011 meeting*

The semester 1 2011 national external moderation round had almost been completed. The final set of moderation reports was due to be sent out later in the week.

The moderation schedule for 2013 was endorsed by the NACBS.

*14 March 2012 meeting*

The semester 2, 2011 national external moderation round was in progress and reports to TEOs were due by the end of May.

TAM had made some changes to the format of the national external moderation report.

NZQA presented a proposed amended moderation schedule for 2013, which was included in the meeting papers. 601 *Financial Accounting* had been incorrectly included in the 2013 schedule, and in the amended schedule was replaced by 632 *Operations Management*.

**2012 schedule of NACBS meetings**

Meeting dates for 2012 were established:

- 14 March 2012
- 13 June 2012
- 5 September 2012
- 28 November 2012

Linda Glogau  
Manager  
Qualifications Development and Tertiary Moderation

**Enquiries**

Any enquiries relating to the contents of this circular should be directed to:

Thomas Pilott  
Tertiary Assessment and Moderation  
New Zealand Qualifications Authority

Phone: 04 463 3372

E-mail: [tam@nzqa.govt.nz](mailto:tam@nzqa.govt.nz)

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