

QUT COMMITTEE SUBMISSION

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| Item..... | 2.6 |
| Meeting | 23 August 2010 |
| Committee | RWL |

To Real World Learning Committee

From Real World Learning Industry Engagement Working Party

Date 15 August 2010

Item title QUT approach to dealing with external providers of placements, internships and professional year programs

RECOMMENDATION

It is recommended that the Real World Learning Committee provide feedback on the draft criteria and strategies for dealing with external providers of opportunities such as placements, internships and professional year programs.

DRAFT CRITERIA AND STRATEGIES FOR FEEDBACK

Criteria to be used to evaluate the quality of external providers

For an external organisation to be able to promote work placements, internships and professional year programs to QUT students, information related to the following criteria must be provided or evident:

- An Australian Company (overseas organisations may be accepted if they meet the additional criteria set out below)
- Evidence of the steps taken to check a host organisations workplace health and safety
- Report back to QUT on:
 - Students from QUT on placements
 - Length of placements
 - Placement Organisations
- Support mechanisms for student in the host city/country, e.g. emergency procedures
- Visa details
 - What happens if a student is required to stay longer than initial visa
 - Clear information provided to students with regards to travel documentation and visa information
- Clear and transparent cost structure provided to both students and University
- Pre-departure preparation of the student

The following additional criteria relate to those external providers which are NGOs:

1. Star rating of NGO
2. Evaluating US Not For Profits:

“Charity Navigator, America's premier independent charity evaluator, works to advance a more efficient and responsive philanthropic marketplace by evaluating the financial health of over 5,500 of America's largest charities.” <http://www.charitynavigator.org/>

1. Wikipedia critiques it at : http://en.wikipedia.org/wiki/Charity_Navigator
2. Another US site to check as part of the due diligence process is the American Institute of Philanthropy at <http://www.charitywatch.org/> or http://en.wikipedia.org/wiki/American_Institute_of_Philanthropy
3. A good UK register/site for Not for Profits/NGOs is: <http://www.thirdsector.co.uk/>

4. Evaluating Social Entrepreneur Entities:
<http://www.fastcompany.com/social/2008/index.html>
5. Other side of the coin is doing a quick check for charity fraud. This is a good guide:
http://en.wikipedia.org/wiki/Charity_fraud

These criteria will be reviewed after 6 months of commencement (date to be supplied)

Communication Strategies

Approaches from external providers should initially be directed to the Careers and Employment who will:

- Undertake a due diligence check to determine suitability of the external provider
- Update the register of approved external providers
- Communicate outcome to relevant faculties and departments

Follow Up Evaluation of External Providers

- A survey of students who have been placed by external providers will be conducted via surveymonkey or QUTsurvey
- Feedback from students will be taken into account when reviewing approved provider status

Membership Fees

- Any organisation membership fees will be paid upfront by Careers & Employment and recouped from those faculties whose students will likely benefit from the external provider's service, i.e. target disciplines.