

## 1. Summary and Analysis of Postgraduate External Examiners Reports 2013/14

Overall most expected reports were received by the Academic Development and Quality Enhancement Office and distributed widely throughout the institution in line with agreed procedures (85/91 received giving a 93% response rate compared to a 95% response rate in 2012/13). This excludes BSMS reports which JARB receives on behalf of the University of Sussex and the University of Brighton.

Actions plans in response to School level issues will be considered by the School TLCs and responses sent directly by the Chair of the Progression and Award Board (PAB) to External Examiners. The reports and the action plans will be reviewed during the Annual Course Review event which will take place on 10<sup>th</sup> December 2014. A proposed response to institutional issues that have been raised in External Examiner Reports have been set out below in italics.

**Outstanding External Examiner Reports 2013/14** (*Note that BMEc deadline was later than other Schools. UTLC will receive final summary*):

*MSc International Marketing, MSc Financial Risk and Investment Analysis, MSc Global Supply Chain and Logistics Management, Professional Doctorate in Education, MA International Education and Development, MSc Climate Change and Policy; MSc Climate Change and Development.*

**Sections 2-4 provide a summary of data extracted from the External Examiner reports 2013/14 and areas of good practice amongst Schools.**

**Institutional issues** (refer to relevant section for more detail)

- Improve communication and workload planning for External Examiners (better communication regarding moderation timescales, consistent and clear evidence of a distinct marking and moderation, provision of statistical data as part of the moderation process, opportunities to meet students) - *ADQE to work with Schools to improve information provided.*
- To consider how best to use External Examiners – *University to build in discipline specific opportunities to meet with students and any other External Examiner activities to be scheduled appropriately.*
- Organisation of the PAB (consideration of borderline strategy and use of condoned credit) – *Schools to consult with board members in advance of the PAB to agree a strategy for borderline and condoned credit application.*
- To maximise use of electronic means for detecting academic misconduct (particularly in the Arts and Humanities cluster) – *University is rolling out the ESEF project (with use of Turnitin) following 2013/14 pilot with stage 1 UG students.*