11 EXAMINATION & RESIT BOARDS

11.1 Chairing examination and resit boards

Examination boards will be chaired by a senior member of University faculty nominated by Collaborative Provision Committee. An observer from the ADQE office will usually attend.

For this reason, please avoid clashes with the University’s own exam boards, which are to take place as follows:

- PAB (finalist) – Wednesday 14 June 2017 – Thursday 15 June 2017
- PAB (progression) – Wednesday 28 June 2017 – Thursday 29 June 2017
- PAB (UG resit) – Wednesday 13 September 2017 – Thursday 14 September 2017
- PAB (PGT main) – Wednesday 18 October 2017 – Thursday 19 October 2017

11.2 Dates, composition and membership of examination and resit boards

For each examination board please provide:

- the date and time of the board;
- the composition of the board (i.e. the role of the members such as internal examiner, external examiner, one member from another subject);
- the list of members, indicating alongside their name the role they play in the composition of the examination board (e.g. R.E. Klein, Chair; M Drinkwater, Internal Examiner).

This information is to be received by the ADQE Office by Friday 02 September 2016.

Please ensure that the composition of the examination board is consistent with that approved in any validation documents or provide a brief rationale proposing alterations.

N.B It is good practice for exam board members not to be involved in Misconduct Panels or the consideration of academic appeals pertaining to that board.

11.3 Annual examination board reports

The examination board report, external examiner reports and the associated action plans are incorporated into the main Annual Monitoring Report (Appendix 7) which is considered at the February meeting of the University’s Collaborative Provision Committee.