

Assessment Regulation 19 - proposed plan of work during 2015/16 (for 2016/17 implementation)

Summary

Further to the completion of the first stage of the Assessment Regulation Review during 2014/15 this briefing outlines the proposed approach to the second stage.

It is proposed that the Assessment Regulations sub-group of Education and Student Committee will reconvene. The sub-group will consider and prioritise the scope of the second stage of the review in consultation with the Students' Union.

The aim will be to update Assessment Regulation 19 for Senate approval for implementation in 2016/17 in line with the draft schedule included at **Appendix 1**.

Recommended Actions

Education and Student Committee is asked to:

- **Consider** and **approve** the proposal for the working group to take the review forward
- **Approve** the proposed timeline

Assessment Regulation 19 – Proposed plan of work during 2015/16 (for 2016/17 implementation)

Further to the completion of the first stage of the Assessment Regulation Review during 2014/15 this briefing outlines the proposed approach to the second stage.

Education and Student Committee and Senate have agreed that work to review the Assessment Regulations will continue during the current academic year. The aim is to improve transparency and the accessibility of the Regulations, respond to external developments and to ensure that the Regulations are operated consistently and students are treated equitably.

It is proposed that the Assessment Regulations sub-group of Education and Student Committee will reconvene (comprising Associate Deans (Education), the Academic Lead for Assessment, the Dean of Validation and representatives from Student and Academic Services). The sub-group will consider and prioritise the scope of the second stage of the review in consultation with the Students' Union. The aim will be to update Assessment Regulation 19 for Senate approval for 2016/17.

Senate has already agreed that work will be undertaken to update terminology, simplify the language and structure of the Assessment Regulations to improve accessibility and remove policy related text. Senate also agreed the following actions to be taken forward during 2015/16 (for implementation in 2016/17) in liaison with Boards of Studies:

1. Assessment Regulations – approved exceptions

Compilation of a register of approved exceptions to the Assessment Regulations to be approved by Senate as individual programme regulations to be appended to the Assessment Regulations.

2. Improvements to support consistency of operation

To support equality of opportunity for students the scope of discretion available for Assessment Boards will be clarified for, e.g. rounding of marks and application of compensation.

Principles and processes such as use of minimum qualifying marks for assessment components (in-module compensation) and compensation between modules will be reviewed and clarified. (The relationship with programme design may affect the scope of work in this area and the timescale for implementation of any changes).

Wording within the Regulation will be reviewed to support consistency or practice for e.g. confirmation of marks for modules shared with other programmes.

3. Repeat attempts at assessment

Further consultation will be undertaken with Boards of Studies to establish proposals for a consistent practice of offering repeat attempts at assessment (where a student has failed to participate at the first attempt without extenuating circumstances) and decisions on granting a repeat (third) attempt at an assessment.

Based on previous discussion with colleagues supporting assessment processes and Assessment Boards clarity on the following areas would also be welcomed and it is proposed that they will be included for consideration in the review:

- Accreditation of prior (experiential) learning
- Academic misconduct
- Granting of extensions

A proposed timeline has been prepared noting the actions to be taken to prepare for Senate approval in May 2016.

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September 2015

Appendix 1 – Draft proposed timeline for activity

2015	Action
September/October	Assessment Sub-Group meets to scope stage two of the review
September/October	Proposals for Board of Studies consultations to be drafted with input from SU
12 November	Education & Student Committee receives proposals for Board of Studies Consultation
November/December	Board of Studies Consultation
2016	Action
January	Update to Regulations incorporating Board of Studies feedback
January	Assessment Sub-Group reviews draft updated Regulations
11 February	Education & Student Committee receives report and draft updated Regulations for comment
February/March	Further revisions incorporated into Regulations
March	Draft Regulations refined and further stakeholder feedback invited (including Boards of Studies and SU)
March	Legal opinion on draft invited
16 March	Senate receives update on progress
March	Draft Regulations revised incorporating stakeholder feedback and legal opinion to produce final version
March	Assessment Sub-Group reviews final version
March	Final version circulated to Education and Student Committee
13 April	AGC receives final version for approval
14 April	Education & Student Committee receives update on progress and AGC feedback
May	Assessment Sub-Group reviews final version incorporating AGC feedback
18 May	Senate receives final version for approval
May	Disseminate notification of changes to stakeholders