

INSTITUTIONAL RESPONSE: EXTERNAL EXAMINER REPORT 2012-2013 - MPharm (Drug Delivery)

Dear Professor Williams,

I am writing further to your External Examiner's report for the above programme(s). Your Report has been considered by the Cardiff School of Pharmacy and Pharmaceutical Sciences in accordance with our approved procedures. I am, therefore, now in a position to respond on behalf of the Vice-Chancellor to the main points you had raised.

Issues Highlighted

Your Report raised issue(s) which have been referred for consideration by the School. The following response has been provided on behalf of the School.

“[6.1] the External Examiner's comments regarding consistency in the annotation of scripts and related suggestions

(6.1) All staff involved in marking assessments have been strongly advised to annotate exam papers as a matter of good practice and to aid and assist the external examining process. These important procedures will be reinforced within the school this year as part of our review of all exams and assessment procedures prompted by the [University-wide] Assessment Matters project.”

Your reported concern [at 6.2] regarding identity checks at examination venues is noted and shared with the School. Thank you for drawing the matter to the University's attention. The protocols already in place for the checking of candidate identity at examinations and their consistent application will re-emphasised in the training of invigilators. I have also asked the Head of the Assessment and Graduation team in Registry to explore with the School further means to reassure the probity of the examination process.

Positive Comments

The School and University are pleased to note your positive comments on the School's provision including:

- a. **[1, 2 and 3] positive indications regarding the programme structure, academic standards and assessment process including your perception of the programme as “amongst the most rigorous programmes delivered”;**
- b. **[6] your commendations, including that of the “scope and ambition of the final year projects”.**

I hope that you will find this response satisfactory and thank you for your service as External Examiner.

In order to meet the expectations of the QAA Quality Code, both the External Examiner Annual Report and this Institutional Response will be published on Registry web pages and will be available publically.

The University's provision of the formal Institutional Response is not intended to constrain direct communication between schools and their External Examiners. Schools are encouraged to discuss with their External Examiners any matters of detail raised in their Reports and, more widely, any issues impacting on the quality and standards of awards, including possible changes to programmes.

We are most grateful for your comments and for your support in this matter.

Mrs Jill Bedford
Director of Registry and Academic Services