

Academic & Student Support Services
Academic Registrar
Simon Wright LLB
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Simon Wright LLB



Sent by email to jo.danbolt@ed.ac.uk

13 October 2015

Dear Professor Danbolt,

Re: Institutional Response: External Examiner Annual Report 2014 – 2015

I am writing further to the receipt of your External Examiner's Report for the BSc in Accounting / BSc in Accounting & Economics / Accounting & Finance / BScEcon in Accounting & Management / BSc in Accounting with an EU Language / BSc in Business Management & Finance (Finance modules).

Your Report has been considered by the School 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.

Issue(s) Highlighted:

1. your reiterated concerns relating to administrative procedures;
2. your comments regarding the workload expected of the External Examiner.

The following response has been provided on behalf of the School:

1. The School is disappointed to hear that you do not feel that the issues you raised in previous reports have been resolved. The issues you have raised both in your report, and in your telephone conversation with our Associate Dean (Learning and Teaching) earlier in the year, have been fed into a review of our processes.

The School appreciates your comments and will look to address the issues raised when preparing to send scripts to externals during the next academic session. The School is now under the leadership of a new Associate Dean (Learning and Teaching), who is implementing new, improved, and more efficient processes, policies and procedures throughout the School. The Business School's Quality and Accreditation Office has also produced informational guidance on the type and extent of information that should be sent to externals with scripts, which will be disseminated to both academic

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and Professional Services members of staff in due course. It is expected that the quality of service will be improved following these changes.

2. The School is sorry you feel that your workload has been too high. As you have decided not to continue in the role we will make sure that your replacement as external examiner is aware of existing workload requirements and take action to address the issue if they share your concerns.

The University is pleased to note your positive comments including:

1. your positive indications regarding the programme structure, academic standards and assessment process
2. your commendation of the range of assessment methods available to students.

I hope that you will find this response satisfactory and we thank you for your continued support of the programme.

As this is your final year as External Examiner, we would like to thank you for your service and we are most grateful for your valuable input into this process.

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 the University website and will be available to all students and staff.

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.

Yours sincerely,



Mr Simon Wright
Academic Registrar