

Academic & Student Support Services
Academic Registrar
Simon Wright LLB
Gwasanaethau Academaidd a Chefnogi Myfyrwyr
Cofrestrydd Academaidd
Simon Wright LLB



Sent by email to p.j.waterhouse@ncl.ac.uk

24 September 2015

Dear Dr Waterhouse,

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

I am writing further to the receipt of your External Examiner's Report for the BDS (Hons) (Final BDS).

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 observation of different approaches adopted by examiners of oral examinations;
2. your indication that the marking scheme for the final year project is very broad and suggestion that the criteria be narrowed;
3. your suggestion that the programme team should consider standardisation of unseen cases and examiners and related indication that a student should undergo assessment of both an adult and a child patient in 'unseen case assessment' scenario;
4. your observations on the need for transparent marking of scripts.

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

1. The School is committed to further staff training sessions to calibrate Internal examiners in order to improve the standardisation of the oral examinations for academic year 2015/2016 as part of our ongoing commitment to enhance our assessment processes;
2. This advice will be considered and reviewed by the Final Project Group. The rubric currently used is in line with the rubrics used within the GradeMark programme and Cardiff University best practice;

Cardiff University
McKenzie House
30-36 Newport Road
Cardiff CF24 ODE
Tel Ffôn I +44(0)29 2087 9189
www.cardiff.ac.uk

Prifysgol Caerdydd
Tŷ McKenzie
30-36 Heol Casnewydd
Caerdydd CF24 ODE
Tel Ffôn I +44(0)29 2087 9189
www.cardiff.ac.uk

3. The School are currently reviewing the Finals Unseen Cases. For the forthcoming academic year there will be fewer cases used with greater standardisation with a view currently under discussion to have three unseen cases per students for the academic year 2016/2017-- pending consideration by the Assessment and feedback Committee and the learning Teaching and Quality Committee. Following this process potential changes will be discussed with all our Externals before implementation.
4. The marking of scripts will be reviewed. The new design marking sheet will also enhance the transparency of where individual examiners have allocated marks.

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 identification of the calibration package for use prior to the viva type assessments and of the breadth of assessments used across the whole examination as noteworthy practice;
3. your commendation of staff of the School and of NHS staff contributing to the programme.

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

Cardiff University
McKenzie House
30-36 Newport Road
Cardiff CF24 ODE
Tel Ffôn I +44(0)29 2087 9189
www.cardiff.ac.uk

Prifysgol Caerdydd
Tŷ McKenzie
30-36 Heol Casnewydd
Caerdydd CF24 ODE
Tel Ffôn I +44(0)29 2087 9189
www.cardiff.ac.uk

Academic Registrar

Cardiff University
McKenzie House
30-36 Newport Road
Cardiff CF24 ODE
Tel *Ffôn* I +44(0)29 2087 9189
www.cardiff.ac.uk

Prifysgol Caerdydd
Tŷ McKenzie
30-36 Heol Casnewydd
Caerdydd CF24 ODE
Tel *Ffôn* I +44(0)29 2087 9189
www.cardiff.ac.uk