



## EXTERNAL EXAMINER ANNUAL REPORT FORM

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|   |                                      |                 |          |
|---|--------------------------------------|-----------------|----------|
|   | For completion by External Examiner: |                 |          |
| Name of External Examiner:                          | Prof Steve Winder                    |                 |          |
| Home Institution / Employer of External Examiner:   | University of Sheffield              |                 |          |
| Programme and / or Subjects Covered by this Report: | MSc in Tissue Engineering, CITER     |                 |          |
| Academic Year / Period Covered by this Report:      | 2014/15                              | Date of Report: | 03/11/15 |

For completion by External Examiner in the spaces provided. Please extend spaces where necessary. **Please note this Form will be published online.**

### 1. Programme Structure

The MSc in Tissue Engineering continues to provide a comprehensive and up to date training programme with an associated and relevant extensive research project giving students access to excellent teaching and research facilities. The diversity of training offered fits well with the stated learning outcomes of the course and clearly meets the aims of the programme.

### 2. Academic Standards

I am currently Director of an undergraduate masters (MBiomedSci) and 4 postgraduate masters (MSc) programmes in the Department of Biomedical Science at the University of Sheffield, and have been external examiner to an undergraduate masters (MBiomedSci) in Durham as well as completing several ad hoc MSc by research vivas. Drawn from this experience I would say that the standard of the MSc in Tissue Engineering in Cardiff is entirely comparable with these other institutions in terms of the expectations from students and the attainment by students on this programme.

### 3. The Assessment Process

The MSc in Tissue Engineering uses a well balanced variety of assessment methods including open book essays, oral presentations and unseen exam papers. These are appropriate and relevant to the subject areas under examination and employ standard marking schemes and classifications.

I was pleased to see the implementation of clear marking proformas for project dissertations with good evidence of independent second marking being used in most cases.

#### **4. Year-on-Year Comments**

Following comments raised in previous years, I am pleased to see the exam papers conformed to what would be expected for the assessment of M level attainment. However I still feel that some model answers remain too brief to be useful for moderation or external examining purposes. The introduction of marking proformas in the assessment of dissertations has also improved the rigour and independence of marking, however this needs to be applied 100%.

#### **5. Preparation / Induction Activity (for new External Examiners only)**

N/A.

#### **6. Noteworthy Practice and Enhancement**

As noted above, introduction of marking proformas for dissertations.

#### **7. Appointment Overview (for retiring External Examiners only)**

N/A.

## 8. Annual Report Checklist

Please include appropriate comments within Sections 1-7 above for any answer of 'No'.

|  |   | Yes (Y) | No (N) | N/A (N/A) |
|--|---|---------|--------|-----------|
| <b>Programme/Course Information</b>          |   |         |        |           |
| 8.1  | Did you receive sufficient information about the Programme and its contents, learning outcomes and assessments?                                       | x       |        |           |
| 8.2  | Were you asked to comment on any changes to the assessment of the Programme?  |         | x      |           |
| <b>Draft Examination Question Papers</b>     |   |         |        |           |
| 8.3  | Were you asked to approve all examination papers contributing to the final award?   | x       |        |           |
| 8.4  | Were the nature, spread and level of the questions appropriate?   | X       |        |           |
| 8.5  | Were suitable arrangements made to consider your comments?  | x       |        |           |
| <b>Marking Examination Scripts</b>           |   |         |        |           |
| 8.6  | Did you receive a sufficient number of scripts to be able to assess whether the internal marking and classifications were appropriate and consistent? | x       |        |           |
| 8.7  | Was the general standard and consistency of marking appropriate?  | x       |        |           |
| 8.8  | Were the scripts marked in such a way as to enable you to see the reasons for the award of given marks?   | X       |        |           |
| 8.9  | Were you satisfied with the standard and consistency of marking applied by the internal examiners?  | x       |        |           |
| 8.10   | In your judgement, did you have the opportunity to examine a sufficient cross-section of candidates' work contributing to the final assessment?       | x       |        |           |
| <b>Coursework and Practical Assessments</b>  |   |         |        |           |
| 8.11   | Was the choice of subjects for coursework and / or practical assessments appropriate?   | x       |        |           |
| 8.12   | Were you afforded access to an appropriate sample of coursework and / or practical assessments?   | x       |        |           |
| 8.13   | Was the method and general standard of assessment appropriate?  | x       |        |           |
| 8.14   | Is sufficient feedback provided to students on their assessed work?   | X       |        |           |
| <b>Clinical Examinations (if applicable)</b> |   |         |        |           |
| 8.15   | Were satisfactory arrangements made for the conduct of clinical assessments?  |         |        | x         |
| <b>Sampling of Work</b>                      |   |         |        |           |
| 8.16   | Were you afforded sufficient time to consider samples of  | X       |        |           |

|  |   | Yes (Y)         | No (N) | N/A (N/A) |
|--|---|-----------------|--------|-----------|
|  | assessed work?  |                 |        |           |
| <b>Examining Board Meeting</b>                       |   |                 |        |           |
| 8.17   | Were you able to attend the Examining Board meeting?  | <b>By Skype</b> |        |           |
| 8.18   | Was the Examining Board conducted properly, in accordance with established procedures and to your satisfaction?   | <b>X</b>        |        |           |
| 8.19   | Cardiff University recognises the productive contribution of External Examiners to the assessment process and, in particular, to the work of the Examining Board. Have you had adequate opportunities to discuss the Programme and any outstanding concerns with the Examining Board or its officers? | <b>x</b>        |        |           |
| <b>Joint Examining Board Meeting (if applicable)</b> |   |                 |        |           |
| 8.20   | Did you attend a Composite Examining Board, i.e. one convened to consider the award of Joint Honours degrees?   |                 |        | <b>x</b>  |
| 8.21   | If so, were you made aware of the procedures and conventions for the award of Joint Honours degrees?  |                 |        | <b>x</b>  |
| 8.22   | Was the Composite Examining Board conducted according to its rules?   |                 |        | <b>x</b>  |

Please return this Report, preferably in a Microsoft Word format, by email to:

[ExternalExaminers@cf.ac.uk](mailto:ExternalExaminers@cf.ac.uk)

Your fee and expenses claim form and receipts, should be sent electronically to the above email address or in hard copy to:

Clive Brown, Registry Officer, Registry & Academic Services, Cardiff University,  
McKenzie House, 30-36 Newport Road, Cardiff, CF24 0DE