



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

Cardiff University  
McKenzie House  
30-36 Newport Road  
Cardiff CF24 0DE

Tel *Ffôn* | +44(0)29 2087 9189  
[www.cardiff.ac.uk](http://www.cardiff.ac.uk)

*Prifysgol Caerdydd*  
*Tŷ McKenzie*  
*30-36 Heol Casnewydd*  
*Caerdydd CF24 0DE*

**Sent by email to [h.buffery@ucc.ie](mailto:h.buffery@ucc.ie)**

**20 July 2016**

Dear Dr Buffery,

**Re: Institutional Response: External Examiner Annual Report 2015– 2016**

I am writing further to the receipt of your External Examiner's Report for the BA in Spanish (Spanish language, Catalan language, related Cultural 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.

**Issues Highlighted**

1. Your reiterated concerns regarding the progressive narrowing of the curriculum, increase in class sizes and impacts on staff.
2. Your indication that you were not provided with access to samples of request assessed coursework.

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

1. The School is currently reviewing the provision of Programmes and Modules through the Size and Shape review project and hopes to address your concerns regarding the reductions of options and class sizes in the near future.

Cardiff University  
McKenzie House  
30-36 Newport Road  
Cardiff CF24 0DE  
Tel *Ffôn* | +44(0)29 2087 9189  
[www.cardiff.ac.uk](http://www.cardiff.ac.uk)

*Prifysgol Caerdydd*  
*Tŷ McKenzie*  
*30-36 Heol Casnewydd*  
*Caerdydd CF24 0DE*  
Tel *Ffôn* | +44(0)29 2087 9189  
[www.caerdydd.ac.uk](http://www.caerdydd.ac.uk)

This has been a difficult year for the School of Modern Languages in general but particularly for the Spanish Department as two of its members have been on leave. Although the School and colleagues in Spanish have worked together to arrange and provide appropriate cover when needed, this has had an inevitable impact on the distribution of tasks and duties among members of staff. The School is grateful to you for raising your concern regarding staff workloads and hopes to find a suitable answer at School Level.

2. Noting that this is your last year as External Examiner, the School has confirmed that it will be pleased to consult with your successor regarding the nature and volume of assessed work made available for review.

**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 particular commendation of the blend of examination and coursework assessments, of clear and robust marking procedures, of innovative practice on the language learning modules (in particular the use of tandem learning in the second year Catalan and Culture module) and of the quality of engagement on Women's Voices in Contemporary Spain.

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 0DE  
Tel Ffôn I +44(0)29 2087 9189  
[www.cardiff.ac.uk](http://www.cardiff.ac.uk)

Prifysgol Caerdydd  
Tŷ McKenzie  
30-36 Heol Casnewydd  
Caerdydd CF24 0DE  
Tel Ffôn I +44(0)29 2087 9189  
[www.caerdydd.ac.uk](http://www.caerdydd.ac.uk)

Academic Registrar

Cardiff University  
McKenzie House  
30-36 Newport Road  
Cardiff CF24 0DE  
Tel *Ffôn* I +44(0)29 2087 9189  
[www.cardiff.ac.uk](http://www.cardiff.ac.uk)

*Prifysgol Caerdydd*  
*Tŷ McKenzie*  
*30-36 Heol Casnewydd*  
*Caerdydd CF24 0DE*  
Tel *Ffôn* I +44(0)29 2087 9189  
[www.caerdydd.ac.uk](http://www.caerdydd.ac.uk)