EXTRACT FROM TEACHING AND LEARNING COMMITTEE MINUTES: 11.12.12

12.145 STATISTICAL DATA AVAILABLE TO EXTERNAL EXAMINERS AND BOARDS OF EXAMINERS

At its December 2011 meeting, the Committee had reviewed the Chapter of the UK Quality Code on External Examining which stated that ‘Institutions determine whether, when and how it is appropriate to provide external examiners with quantitative data to support their evaluation of student performance. In addition, examination boards may be provided with descriptive statistical analyses for each cohort at module and programme level’ (min 11.141 refers). In June 2012 the Committee noted that, although reports on mean and standard deviation were available by module by course, there was variability in their provision by Faculties to external examiners and boards of examiners. It was agreed that external examiners should be consulted about what information they would find useful (min 12.70 refers).

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The Committee noted that suggestions made by external examiners on possible additional statistical reports which would facilitate comparison of performance included information: for particular cohorts within modules; in modules across years; in mark bands within modules and showing the minimum and maximum marks for each module; at programme level to allow comparison of performance across cohorts (for subject external examiners); means and standard deviations for modules taken on subject strands; summary sheets for each programme and its constituent modules; a new version of the course results sheet report to rank final award candidates by overall mark; and an electronic version of the centrally provided course results sheet report which could be organised into different views.

AGREED that:

1. Student Administration should aim to provide from summer 2013 for external examiners and Boards of Examiners the following reports as standard appendices to course result sheets:
2. means and standard deviations for each module within a course year group (currently available);
3. number of results within mark bands and minimum and maximum marks, for each module (currently available for module evaluation reports);
4. a new version of the course results sheet to rank final award candidates by overall mark;
5. the External Examiner induction workshops take account of this development, and the Assessment and External Examiners’ Handbooks be revised accordingly.