

COMMITTEE TERMS OF REFERENCE: SENATE EXAM BOARD

REPORTS TO: Senate

OCCURRENCE: As required

MEMBERSHIP:

- Pro Vice Chancellor responsible for academic standards, unless responsibility is delegated to another PVC or to another senior member of staff with appropriate experience (Chair)
- A Senate External Reviewer
- Internal Examiners who will be representatives of all Departments/Institutes teaching modules for which results are being considered
- Appropriate persons who may attend at the Chair's invitation in an advisory capacity; such persons shall possess no voting rights
- Assistant Registrar (AQRO) (Secretary to the Committee)

An Institute Director may also Chair provided they have sufficient independence from the Academic Departments or Institutes being considered.

Total membership will vary according to the number of Internal Examiners present.

REMIT

The Senate Examining Board is responsible for final confirmation of awards, degree classes and progression for all candidates based on recommendations from Institute and Departmental Examining Boards.

NB: The following will report to this committee:

Institute / Departmental Examining Boards

TERMS OF REFERENCE

To undertake all of the following activities in relation to Aberystwyth University schemes delivered at the home and branch campus(es) and in collaboration with Higher Education providers.

1. To receive the results of all assessment undertaken which will contribute towards awards.
2. To confirm student progression based on recommendations from Institute and Departmental Examining Boards.
3. To confirm resit indicators where special circumstances are involved.
4. To confirm final degree classifications based on recommendations from Institute and Departmental Examining Boards.
5. To confirm awards and degree classifications for Joint Honours and Major/Minor degree candidates not yet considered.

6. To confirm exit awards for students not continuing with, or unable to qualify for, their intended award.
7. To verify that Institutes have acted properly in the above.
8. To consider feedback from the Senate External Reviewer focusing upon generic assessment issues of a non-subject specific nature, including examples of good practice, areas that require further development and issues of concern.