

COMMITTEE TERMS OF REFERENCE: SENATE EXAM BOARD

REPORTS TO: Senate

OCCURRENCE: As required

MEMBERSHIP:

Award Boards

- 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)

An Associate Dean may also Chair provided they have sufficient independence from the Academic Departments being considered

- A Senate External Reviewer
- Internal Examiners who will be representatives of all Departments 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 Registrars and Deputy Registrar – Student Administration (Secretary to the Committee)

Progression Boards

- Academic Registrar (unless responsibility is delegated to another senior member of staff with appropriate experience provided they have sufficient independence from the Academic Departments being considered) (Chair)
- Representatives from all Departments with modules for which results are being considered. This can be internal examiners or academic registry staff
- Assistant Registrars and Deputy Registrar – Student Administration (Secretary to the Committee)
- Appropriate persons who may attend at the Chair's invitation in an advisory capacity; such persons shall possess no voting rights

Total membership will vary according to the number of departments to be represented.

REMIT

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

NB: The following will report to this committee:

Faculty / 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 Faculty and Departmental Examining Boards.
3. To confirm resit indicators where special circumstances are involved.
4. To confirm final degree classifications based on recommendations from Faculty 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 Faculties and departments 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.