



Senate

<b>Paper Title</b>	Assessment Offence Task and Finish Group Summary of Recommendations
<b>Outcome requested</b>	Senate is asked to <b>approve</b> the recommended changes.
<b>Points for Senate members to note and further information</b>	<p>An Assessment Offence Task and Finish Group was convened to review procedure and make recommendations on enhancements. The Group was asked to look at penalties as well as issues, including timings, of resubmission/resits.</p> <p>The Group included academic staff from each faculty as well as other relevant people: Dr Martin Carrier (School of Medicine and Dentistry, Chair of Assessment Offences Panel, Medical School Representative) <b>Chair</b> Dr Henri Huijberts (School of Materials and Engineering, Science and Engineering Representative) Dr Theo Kreouzis (School of Physics and Astronomy, Deputy Chair of Assessment Offences Panel) Dr Madeleine Davis (School of Politics) Luke Vulpiani (Assistant Academic Registrar Student Casework) Simon Hayter (Assistant Academic Registrar, Assessment Governance)</p> <p>The Group met on 16 December 2014 and 22 April 2015. The Students' Union were invited to attend the meeting in April but were unable to do so. After the meeting they were sent a summary of proposed changes but did not provide any comments.</p>
<b>Questions for Senate to consider</b>	
<b>Regulatory/statutory reference points</b>	
<b>Strategy and risk</b>	
<b>Reporting/consideration route for the paper</b>	Senate to approve.
<b>Authors</b>	Luke Vulpiani, Assistant Academic Registrar (Student Casework)
<b>Sponsor</b>	Professor Susan Dilly, Vice-Principal (Teaching and Learning)

The Group made recommendations as follows:

- Agreed to amend the assessment offence form where the Chair/Deputy records their decision (non-panel cases) so that it can be sent to students. The aim is to increase transparency and enable students to better understand the decision and the reason for it. This has been implemented already following the Group's meeting.
- ARCs to develop guidance for students on the Assessment Offence process to better help students understand how cases are handled with from start to finish.
- Consider how panels may be improved as currently it can be difficult to find panel members from Senate membership.

It was felt it would be better for each School/Institute to nominate two people to sit on panels, possibly to include the person who has responsibility for assessment offences in Schools/Institutes.

Recommendations on changes to the Regulations was made as follows:

<b>Regulation: 2.137.ii – Assessment offence penalty ii</b>
<b>Text:</b> failure (a mark of zero) in the element of assessment in which the offence occurred, with a resubmission of that element permitted within the same attempt at the module. This resubmission shall not count as an additional attempt, but the mark for the resubmitted element of assessment shall be capped to the minimum pass mark.
<b>Change and reason:</b> This is only a clarification, as the previous text was slightly unclear on what was meant by a resubmission in this context. The penalty is unchanged.

<b>Regulation: 2.137.v – Assessment offence penalty v</b>
<b>Text:</b> failure (with marks of zero) of the whole diet of modules taken during the academic year in which the offence occurred. Where resit attempts remain, the resit mark shall not be automatically capped to the minimum pass mark, irrespective of the regulations for that programme of study. However, the maximum mark achievable on resit shall be no higher than that achieved at the first attempt (before the penalty mark of zero was applied). If a module was failed at the first attempt then the resit mark shall be capped to the minimum pass mark.
<b>Change and reason:</b> Previously, the penalty was a capped resit in the affected module and uncapped resits in all other modules from that year (where attempts remained). A number of SEBs and DEBs were unhappy with that penalty as it could actually advantage students. The new penalty ensures that students cannot improve their marks as a consequence of an assessment offence. The change was recommended by the Assessment Offence Task and Finish Group 2014/15.

<b>Regulation: 2.139 – Next available attempt in cases of assessment offences</b>
<b>Text:</b> Where a penalty involves failure in a module but the student is not prohibited from resitting or retaking the module, any reattempt shall be at the next normally available opportunity.
<b>Change and reason:</b> Previously stipulated that the next attempt would always be in the following academic year. The Assessment Offence Task and Finish Group 2014/15 recommended amending this. The original regulation dates from before late summer resits were used, and then universal introduction of them from 2015/16 makes this an opportune time for change.

<b>Regulation: 2.141 – resubmission of coursework in cases of assessment offences</b>
<b>Text:</b> Where a student is given a penalty that involves failure in one or more modules, with

resits permitted, a School/Institute may choose to retain any coursework marks achieved during the academic year of the assessment offence, except in elements where offences occurred. Schools/Institutes may require a student to resubmit some or all of the coursework if this is deemed academically appropriate; this may also be dependent on whether the reassessment is formative or synoptic.

**Change and reason:** Requiring students to resubmit (and staff to re-mark) coursework does not make always sense. Schools/Institutes retain the right to require a student to recomplete/resubmit coursework, however. This would normally occur where a student needed to prove that they could still meet the learning outcomes at the time of reassessment (for example, certain language tests).