

UNIVERSITY OF LEICESTER

ACADEMIC POLICY COMMITTEE

21 May 2014

Moderation of Marking: Senate regulation 7.09 – 7.14

Senate, at its meeting in March 2014, approved the revisions to the Senate Regulation 7 regarding assessment of taught programmes. One key area where the wording of the Regulations was strengthened relates to the security of marking standards delivered through systems of moderation or various forms of double marking.

Academic Policy Committee has undertaken a survey of moderation practices currently operated by departments which indicates that most already have in place robust schemes for ensuring that the marking standards are ensured, however, the wording of some schemes of assessment is not sufficiently explicit to meet the quality assurance requirements of the University.

As part of their procedures for implementing the revised Senate Regulations, Departments are required to take particular note of the Regulations 7.09 – 7.14 and to ensure that their marking procedures comply with the following paragraphs.

Paragraph 7.10 of the Regulations states that:

‘All summative work which contributes towards the calculation of a student’s degree classification shall be subject to a system of moderation by an internal examiner ...’

In addition, departments are asked to note that:

‘Any first marking not undertaken by an internal examiner, such as first marking undertaken by an associate tutor, shall be subject to a system of moderation by an internal examiner’

Paragraph 7.12

And:

‘Evidence must exist (and be retained for review purposes) which demonstrates that scrutiny of marking standards has taken place.’

Paragraph 7.14

If any departments have concerns regarding the operation of moderation schemes, for example what form of moderation or double marking to adopt or the appropriate proportions of scripts that should be sampled, the staff from the Quality Office will be able to provide guidance. As a standard guideline for the sample size, the following criteria may be adopted:

- a. Where a module has ten or fewer students, all work should be moderated.
- b. For larger modules at least 10 samples should be selected or 10% of the total, whichever is the greater. In addition, all work awarded a fail mark should be

moderated (this should be a fail mark awarded prior to application of any penalty e.g. for late submission).

- c. The samples of work selected should be representative of the range of marks awarded and should typically include examples from each degree classification band as well as the fails (see b above).
- d. In addition to the samples of student work, the moderator should also be provided with the assessment brief, the marking scheme and a full mark list for the assessment.

Academic Policy Committee May 2014.