



## ACCE

### Summary of meeting of 25 March 2021

1. ACCE approved the minutes of the meeting of 25 February 2021.
2. ACCE approved the Summary Notes from the meeting on 25 February 2021.
3. ACCE approved the revisions to Grade Approvals Process (GAP) dates for the Spring and Summer Trimesters. Assessment to communicate with the university community on these changes.
4. ACCE noted SU reporting that students have concerns about e-proctoring and students do not wish to move to online examination as default. Assessment to meet with SU reps to discuss this further.
5. ACCE noted the Declarations of Potential Conflicts of Interest.
6. ACCE approved recommendation for preliminary reports to be a requirement for all research degrees within the eThesis Exam System. Assessment to follow up on system development with regard to this recommendation.
7. ACCE approved a degree report recommendation for revise and submit for re-examination.
8. ACCE decided on the procedure for informing students of Exceptional Change of Grades. Assessment to advise relevant faculty and staff accordingly.
9. ACCE determined that faculty should be reminded that relevant examination papers, delivered during the Covid period online, can be uploaded to the Examination Papers Archive retrospectively. The Archive is heavily used by students as a source for exam preparation, with just over 138,000 unique views in Autumn 2020. Assessment to remind faculty accordingly.
10. ACCE noted a late addition request to add Internal Examiner.
11. ACCE was provided with statistics from Autumn 2020/21 Grade Approvals Process (GAP). Assessment Grading Team Lead attended the meeting to discuss with ACCE which statistics and metrics would be most useful in future to support the remit and responsibilities of ACCE.
12. ACCE approved Exceptional Change of Grades (*no. of changes approved: 18*).
13. ACCE reviewed an MD report and approved awards of research degrees in the College of Health and Agricultural Sciences (*no. of candidates approved: 1*).
14. ACCE reviewed Research Masters reports and approved award of the research degree in the College of Health and Agricultural Sciences (*no. of candidates approved: 2*).

15. ACCE reviewed eThesis PhD reports and approved awards of research degrees in the College of Engineering and Architecture (*no. of candidates approved: 4*); College of Health and Agricultural Sciences (*no. of candidates approved: 4*); College of Science (*no. of candidates approved: 6*); and College of Social Sciences and Law (*no. of candidates approved: 2*).
16. ACCE reviewed eThesis Research Masters reports and approved awards of research degrees in the College of Engineering and Architecture (*no. of candidates approved: 2*) and College of Health and Agricultural Sciences (*no. of candidates approved: 2*).
17. ACCE did not receive any late submission reports.
18. ACCE approved the appointment of Intern Examiners, Taught Modules (*no. of Intern Examiners approved: 164*).
19. ACCE approved the appointment of Research Degree Examination Committees (*no. of Research Degree Examination Committees approved: 46*).
20. ACCE declined one Research Degree Examination Committee appointment.
21. ACCE noted one Change of Chair of Research Degree Examination Committee.
22. ACCE approved the appointment of Subject Extern Examiners (*no. of Subject Extern Examiners approved: 10*).
23. ACCE placed one nomination of Subject Extern Examiner on hold.

NOTE: This is an informal summary of an ACCE meeting. It does not in any way prejudice the official minutes of the meeting, which will be presented to the next ordinary meeting of the ACCE and which are the sole authoritative record of ACCE business.