

A meeting of the Board of Examinations was held at 10.00 -11.00 am on Wednesday 12 July in the Student Registry.

Present: Professor G Virgo (Chair); Dr G Burgess; Mr G Chesterman; Mr D Taplin; Mr D Goode; Mr T Milner; Dr C Ristuccia; Mrs C Fage (Secretary); Mrs A Benton (in attendance for item 1.1) and Mrs J Green (in attendance)

Apologies: Dr P Johnston; Dr W Nolan; Dr N Rutter; Dr E Silva; Professor H Thompson; Dr R Thornton; Professor C Young.

1. Principal items of business

The Chair confirmed that the Board had previously agreed to hold this meeting only if there was urgent business. The Secretary had identified three matters, which required the Board's attention, and the meeting was limited to these matters.

1.1 Examination exuberance

The Senior Proctor introduced the paper drafted by the Proctorial body, outlining the steps undertaken by the Proctors in preparation for post-examination celebrations, and the action taken during the period. The Proctors commented that:

- The following had been helpful: the pre-visits to the examination venues; the list suggesting when students might sit their last examination, and arriving ahead of the examination end time enabled them to either stop or subdue inappropriate behaviour.
- Difficulties had arisen because spontaneous celebrations occurred in venues not identified, the size of some of the crowds, and because first and second year students also celebrated.
- They were concerned that managing these celebrations detracts from the main focus of their work: to engage in examination walking and respond to allegations of cheating. There was also concern that this might deter future recruitment of Proctors.
- Examination celebrations had also extended into the early examination period, but not to any other examinations held during the year.

The Chair commended the Proctors because, whilst there had been more celebrations, their planning work ensured better management of the celebrations.

Since it was assumed that examination celebrations would continue, the Board discussed how these should be managed in the future and what role the Proctors should have. The Proctors confirmed that, with regard to examination celebrations, other staff could hold the same powers to intervene and confiscate prohibited substances.

It was agreed that Proctors should not:

- be involved in managing the crowds and ordinary celebrations;
- manage the strategic and health and safety issues.

It was agreed that the Proctors should be involved:

- In the pre-visits, and any discussions with 3rd parties, such as the police and crowd management staff;
- Where individuals are not responding to instructions and so breaching Proctorial Notices;
- Where there is a disciplinary link.

It was further agreed that the Proctors' Report should be sent to the General Board, Council and Senior Tutors with an action plan that would inform how the University might resource and manage examination celebrations. This might require consultation with the Police, Head of Safety, Senior Tutors, Faculties and Departments, and student representatives. The Board would receive a draft at the September meeting.

Action: Alice Benton

The Senior Proctor thanked the Chair and the Board for giving the issue serious consideration. The Chair thanked the Proctors for the work undertaken in this area.

1.2 Report from Land Economy

The Board received a report from the Department of Land Economy that explained classing errors in the Easter term 2017, as well as changes to procedure to mitigate a repeat in future years. The Board welcomed the assurances, and agreed that any other such errors should come to future meetings of the Board.

1.3 Report from the Faculty of Classics

The Board received a report from the Faculty of Classics which outlined the circumstances that resulted in a delay to the publication of their Part II results in the Easter term 2017, breaching regulation 5 for the publication of Class Lists.

The Board welcomed the suggestion to consider the Faculty's procedures and encouraged the Faculty to move their final Examiners meeting to the Friday prior to General Admission, to ensure that the problem is resolved in future years.

The next meeting of the Board of Examinations is Wednesday 27 September 2017, 2.00 – 4.00pm at the Student Registry, 4 Mill Lane.