

Manchester Access Programme Academic Board

1. Background

- 1.1 The Manchester Access Programme Academic Board has been established to review the academic assignment process for both students and academic tutors and to discuss moderation marks following on from the final assignment submission.

2. Terms of Reference

- i. To report on the pass rate for the MAP student cohort following on from the final academic assignment submission.
- ii. To report on the results of the 'MAP Academic Tutor Feedback Survey' specifically related to the academic assignment process.
- iii. Review the existing academic assignment process for academic tutors, including the approaches taken for assessing and marking the academic assignment.
- iv. To utilise existing assessment guidance and procedures across the university to ensure that assessment of the academic assignment is fair, equal and consistent.
- v. To discuss the marks of moderated assignments, identify significant inconsistencies in marking and recommend resolutions.

3. Frequency of meetings

- 3.1 The group will meet 2 times a year; the first meeting in September will be focused on the moderation of submitted academic assignments. The second meeting will be in November to review the academic assignment process and recommend improvements for the new cohort.

4. Members

- 4.1 The Manchester Access Programme Academic Board will consist of members of the MAP team and Academic Tutors involved in the academic assignment process.

- Dr Mandy Crow, Student Recruitment and Widening Participation Manager
- PhD and Academic Staff representatives from each faculty

The Secretary to the Group is Caitlin Clifford.