

The University of Leeds

EXTERNAL EXAMINER'S REPORT

ACADEMIC YEAR: 2015– 2016

Part A: General Information**Subject area and awards being examined**

Faculty / School of:	
Subject(s):	<i>Public Health</i>
Programme(s) / Module(s):	Masters in Public Health
Awards (e.g. BA/BSc/MSc etc):	Master in Public Health

Name and home Institution / affiliation of Examiner**Completed report**

The completed report should be attached to an e-mail and sent as soon as possible, and no later than six weeks after the relevant meeting of the Board of Examiners, to exexadmin@leeds.ac.uk.

Alternatively you can post your report to: **Head of Quality Assurance**
Room 12:81, EC Stoner Building
The University of Leeds, Leeds LS2 9JT

Part B: Comments for the Institution on the Examination Process and Standards**Matters for Urgent Attention**

If there are any areas which you think require urgent attention before the programme is offered again please note them in this box

N/A

Only applicable in first year of appointment

Were you provided with copies of previous relevant External Examiners' reports and the response of the School to these?

N/A

For Examiners completing their term of appointment

Please comment on your experience of the programme(s) over the period of your appointment, remarking in particular on changes from year to year and the progressive development and enhancement of the learning and teaching provision, on standards achieved, on marking and assessment and the procedures of the School

N/A I have discussed with the course director about continuing in my role as external examiner for 2016/17

Standards

1. Please indicate the extent to which the programme Aims and Intended Learning Outcomes (ILOs) were commensurate with the level of the award

- *The appropriateness of the Intended Learning Outcomes for the programme(s)/modules and of the structure and content of the programme(s);*
- *The extent to which standards are appropriate for the award or award element under consideration.*

The course is now in a stage of running out and will not be re-advertised. Certain modules have been moved to be managed by other divisions within the University.
For the students who remain the established learning outcomes are appropriate and the standards set by the course team commensurate with the level of award.

2. Did the Aims and ILOs meet the expectations of the national subject benchmark (where relevant)?

- *The comparability of the programme(s) with similar programme(s) at other institutions and against national benchmarks and the Framework for Higher Education Qualifications.*

The course is comparable to other Masters in Public Health programmes, for which I have responsibility for and for those where I have been an external examiner.

3. Please comment on the assessment methods and the appropriateness of these to the ILOs

- *The design and structure of the assessment methods, and the arrangements for the marking of modules and the classification of awards;*
- *The quality of teaching, learning and assessment methods that may be indicated by student performance.*

As the course is due to close this year I have had overview of the taught modules for the last time. I have had sight of the assessments for the remaining modules that have not been transferred to other programmes. At this stage the course team had 21 students remaining of whom 6 had submitted their dissertations in this year. In addition the course team provided 6 dissertations for my consideration along with first and second markers marks and comments. The marking and classifications are commensurate with other Masters in Public Health programmes.

4. Were students given adequate opportunity to demonstrate their achievement of the Aims and ILOs?

- *The academic standards demonstrated by the students and, where possible, their performance in relation to students on comparable courses;*
- *The strengths and weaknesses of the students as a cohort.*

The dissertations that I saw this year were of a good standard and the exam board saw a number obtaining very high marks on completion of the programme. I was particularly impressed with the range of methods and topics the students had chosen for their dissertations. This showed an excellent application of public health theory to practice.

5. For Examiners responsible for programmes that include clinical practice components, please comment on the learning and assessment of practice components of the curriculum

N/A

6. Please comment on the nature and effectiveness of enhancements to the programme(s) and modules since the previous year

It would be particularly helpful if you could also identify areas of good practice which are worthy of wider dissemination.

Staff dissertation support for the cohort was particularly impressive. This enabled the students to explore areas pertinent to their work with a high degree of academic rigor.

7. Please comment on the influence of research on the curriculum and learning and teaching

This may include examples of curriculum design informed by current research in the subject; practice informed by research; students undertaking research.

See above

8. Where the programme forms part of an Integrated PhD, please comment on the appropriateness of the programme as training for a PhD

N/A

For Examiners involved in mentoring arrangements

9. If you have acted as a mentor to a new External Examiner or have received mentor support please comment here on the arrangements

I was asked to mentor two new external examiners in July and December 2015. I have had contact with 1 of these examiners to discuss the role. Whilst I e mailed the second external I have not had contact with that individual. I see this approach as being very positive and helpful for new external examiners and applaud the University for this proactive initiative.

10. The University and its Schools provide guidance for External Examiners as to their roles, powers and responsibilities. Please indicate whether this material was sufficient for you to act effectively as an External Examiner.

Whether External Examiners have sufficient access to the material needed to make the required judgements and whether they are encouraged to request additional information.

Guidance has always been clear and I have been provided with all the information as requested in a timely manner. In addition I have had telephone conversations with staff over queries in order to seek clarification.

11. Did you receive appropriate documentation relating to the programmes and/or parts of programmes for which you have responsibility, e.g. programme specifications or module handbooks, marking criteria?

The coherence of the policies and procedures relating to External Examiners and whether they match the explicit roles they are asked to perform.

The administration has been supportive in this regard. There has been a move away from the use of Blackboard this year with hard copies of work being forwarded. This change is wholly appropriate with the cessation of the programme.

12. Were you provided with all draft examination papers/assessments? Was the nature and level of the questions appropriate? If not, were suitable arrangements made to consider your comments?

I was provided with the health economics examination paper and provided comments on the questions set.

13. Was sufficient assessed / examined work made available to enable you to have confidence in your evaluation of the standard of student work? Were the scripts clearly marked/annotated?

Yes

14. Was the choice of subjects for dissertations appropriate? Was the method and standard of assessment appropriate?

An excellent range of dissertations this year with comprehensive feedback provided by the examiners.

15. Were the administrative arrangements satisfactory for the whole process, including the operation of the Board of Examiners? Were you able to attend the meeting? Were you satisfied with the recommendations of the Board?

The Board of Examiners worked well and I was able to attend the meeting and was satisfied with the recommendations made.

16. Were appropriate procedures in place to give due consideration to mitigating circumstances and medical evidence?

This was an agenda item for special circumstances at the Board of Examiners but dealt with at a different Board. This seems appropriate in order to maintain confidentiality.

Other comments

Please use this box if you wish to make any further comments not covered elsewhere on the form

The course team are to be congratulated on maintaining and supporting the remaining cohort through to completion of their studies. They have 14 students remaining on the programme and it is important that these students are including in staff workload planning to enable the students to complete their course of study. I understand from the course team that they will incorporate 2 keeping in touch days to support students completing their dissertations which I am sure will enhance the student experience.

**School of Medicine
Faculty of Medicine and Health**

University of Leeds
Worsley Building
Clarendon Way
Leeds LS2 9NL
T: 0113 <<>>
F: 0113 <<>>



UNIVERSITY OF LEEDS

<<>>

18 November 2016

Dear <<>>

External Examiner's report for Master in Public Health 2015-16

On behalf of the School of Medicine, let me thank you for assembling the 2015-16 report for the programmes in Public Health. You have kindly agreed to maintain this role whilst the enrolled students achieve an exit award. Thank you for agreeing to mentor the External Examiners for two other programmes. This support is important in maintaining the quality of student education at postgraduate level.

I note that your report states that there are no matters requiring urgent attention in Public Health.

High standards

You state in the standards section that the learning outcomes and programme content are appropriate for postgraduate study in Public Health. You comment on the high standards of dissertations recently examined and note the demonstration of 'excellent application of public health theory to practice'.

Programme Leader's response

I have enclosed with this letter a response assembled by <<>>, Programme Leader. Thank you for your positive report and I am confident that the Leeds team can maintain the high standards of delivering education in Public Health.

Yours sincerely

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<<>>

Enc: <<>> 10 November 2016

Director of Postgraduate Studies
<<>>





Academic Unit of Public Health
Charles Thackrah Building
University of Leeds
101 Clarendon Road
Leeds
LS2 9LJ

10th November 2016

☎ + 44 (0)113

Dear

Re: External Examiner report the Master of Public Health Programme 2014/15

Firstly, I would like to thank [redacted] for [redacted] continued input into the Public Health programme and for agreeing to act as external examiner whilst our current cohort of students completes the programme.

It is gratifying that the report recognises the support given to our remaining students even though the course has been withdrawn. The standard of dissertations this year was high and that is testament to the work of the team in ensuring we maintain a high standard of student experience as the course closes. We will continue this for the upcoming year so we can support our remaining students as they complete their programme.

I look forward to working with [redacted] in the upcoming year.

Kind regards

MPH Programme Leader