



## Terms of Reference for External Examiner Approval Panel

### External Examiner Appointments Panel

All external examiner nominations for taught courses and for phase one of professional doctorate courses are subject to scrutiny by the External Examiner Appointments Panel (EEAP). The panel has the following terms of reference:

- a) To consider and approve all external examiner nominations for taught provision.
- b) To submit all approval decisions, and recommendations to terminate a contract, to Senate for formal ratification.
- c) To consider and approve changes and clarifications to the external examiner process and applicable guidance.

### EEAP Membership

- University Dean (Chair).
- Faculty Associate Deans (UG)
- Faculty Associate Deans (PG)
- Head of Academic Standards and Quality Assurance (Acts as Deputy Chair, attendance as required).
- A representative of the External Examiners (Aj o#)
- Faculty Quality Assurance and Enhancement Managers
- A representative of the External Examiners (Aj o#)

### Operational notes

- The panel normally meets twice a year.
-