



## UCL Academic Manual 2017-18

### Chapter 8: Derogations and Variations

#### The Slade School of Fine Art

#### Master of Arts (MA) in Fine Art and Master in Fine Art (MFA) Derogations 2017/18

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The following regulations apply to students enrolled on Master of Arts (MA) in Fine Art and Master in Fine Art (MFA) programmes at UCL **in addition to** the main taught programme regulations detailed in the UCL Academic Manual and in particular in Chapter 1: Admissions, Registration and Student Conduct and Chapter 4: Assessment Framework for Taught Programmes.

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##### **Length of course, course components and progression**

- 1a. The **MFA** programme extends over two consecutive *academic* sessions and must be continuously followed unless special exemption is obtained.
- 1b. The programme consists of the following components:
  - Studio Work
  - Critical Studies
- 1c. Weighting of the course components is as follows:

Studio work	Year 2	100%
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Critical studies is marked Pass/Fail and subsumed into the final mark for Studio Work (see criteria below).
- 1d. In order to progress from the first to the second year, students must have achieved a satisfactory level in the end of first year Studio assessment.

Satisfactory level means satisfactory attendance and an overall pass in studio work.

- 2a. The **MA** programme extends over two consecutive *calendar* sessions and must be continuously followed unless special exemption is obtained.
- 2b. The programme consists of the following components:  
Studio work  
History and Theory of Art
- 2c. Weighting of the course components is as follows:
- |                           |                         |     |
|---------------------------|-------------------------|-----|
| Studio work               | Year 2                  | 75% |
| History and Theory of Art | Year 1 Coursework Essay | 5%  |
|                           | Year 1 Essay            | 5%  |
|                           | Year 2 Dissertation     | 15% |
- 2d. In order to progress from the first to the second year, students must have achieved a satisfactory level in both the end of year Studio assessment and in History and Theory of Art coursework (see below for further details).  
Satisfactory level means satisfactory attendance and an overall pass in coursework assignments and in each assessed component.

### **Reassessment in the MA and MFA**

The following should be read on conjunction with the UCL Academic Manual, Chapter 4, Section 11: Consequences of Failure.

- 3a. The marks for History and Theory components successfully passed at the second attempt will be capped at the pass mark (50%), unless there are valid Extenuating Circumstances material to the first attempt.

### **Studio Work in the MA and MFA**

- 3b. Students who fail the assessed Studio coursework requirements at the end of the first year will be required to Resit in the Late Summer Assessment Period.
- 3c. Students who fail any part of the MFA Critical Studies assessed work in Year 2 will be required to Resit in the Late Summer Assessment Period.
- 3d. Students who fail the final assessment of Studio work at the end of year 2 will be required to Resit at the end of the following academic session.
- 3e. Exceptionally, the Board of Examiners may determine that the extent of failure is such that the student needs to Repeat the Studio work and/ or the Critical Studies, with attendance and fees, in the following academic session.

## **History and Theory of Art in the MA**

### **Year 1**

- 3f. Students who fail the first and/or second essay from year 1 will be required to Resit in the Late Summer Assessment Period. Students who fail the autumn term essay will resit in the spring term.
- 3g. Students who fail the third essay submitted in September of year 1 will be required to Resit by the beginning of the spring term in year 2.
- 3h. Exceptionally, the Board of Examiners may determine that the extent of failure is such that the student needs to Repeat one or more essays, with attendance and fees, in the following academic session, before the student is permitted to progress to the second year.

### **Year 2**

- 3i. Students who fail the year 2 report will be required to Resit in the Late Summer Assessment Period.
- 3j. Exceptionally, the Board of Examiners may determine that the extent of failure is such that the student needs to Repeat the report, with attendance and fees, in the following academic session.

## **Final Examination**

### **4a. Final Assessment of Studio Work: MFA and MA**

The final examination of the studio component of the MFA and MA is in the form of an exhibition, installation, screening or other form of visual representation. Students must submit work carried out during the course in approved areas of practical study. The UCL regulations for Master's degrees allow for four categories of award: Distinction, Merit, Pass and Fail. The studio examination takes place in the final week (week 30) of the second year of the course (early June) for MA and MFA students.

### **4b. Class boundaries:**

Distinction	70% and above
Merit	60% - 69%
Pass	50% - 59%
Fail	49% and below

## **5. Marking and Examining Procedure for Graduate Taught Courses (Studio Marking) 2015**

### **1. Subject Marking**

The Subject Marking Team will be made up of a team of staff who teach regularly in an area. Each team will be of comparable size. All subject markers should gain an overview of the whole show through a tour before commencing their marking. Each member of the subject board will mark all students in their area. Members will be required to view all of the work presented by each student in their subject area including any supporting work. Subject Marks should be returned to the Head of Area by each marker under closed cover. The head of areas will collate the marks and aggregate them, at a subject marks meeting, chaired by the Head of Area, the aggregated marks will be discussed and a recommended Subject Mark will be agreed for each student. The final tutorial reports for each student will be available for information. All MFA Critical Studies will be available.

### **2. Internal Moderation**

The Internal Moderating Team will consist of Head of Studio areas in which there are graduating students. The team will receive the full spread of marks from the Subject Marking Teams. The purpose of Internal Moderation is to discuss subject marks in terms of the whole school. The Internal Moderating Team will arrive collectively at a recommended Internal Moderated Mark as a result of their discussions.

### **3. External Examiners**

External Examiners will view all the exhibitions on the first day of their visit. They will receive the recommended Internal Marks and the Subject Marks at the beginning of the second day of their visit and have a preliminary discussion with their respective heads of area. The role of the External Examiners is to moderate the recommended Internal Marks and to consider parity across the cohort. They may select students for viva for clarification purposes if necessary.

### **4. The Final Examination Board**

The Board is chaired by the Slade Director and consists of all the members of the Internal Moderation Board, the External Examiners, the College Observer, the Slade Academic Manager (Secretary) and the Slade Teaching and Learning Officer (Meeting Facilitator). The Board will also include the Head of Taught Courses in History and Theory of Art as an observer. The Board will discuss the recommended Internal Marks and the External Examiners Moderation and resolve disagreements of borderline cases. The Board will recommend Final Marks and classifications for all students.

## **6. Final Assessment of the Critical Studies Element of the MFA**

The assessment for the critical studies elements of the programme is in two parts:

Part 1: A written paper that should consist of 3000 words, or equivalent (but not exclusively visual materials).

Part 2: An oral presentation of twenty minutes' duration to the internal assessors and the student's peer group, followed by five minutes for questions. Students are expected to present their research orally and visually placing their studio work in a critical context.

Critical studies is a key component of the MFA programme and students must pass both parts in order to be awarded the MFA in Fine Art. Both parts should demonstrate the student's ability to develop, contextualize and articulate their research critically in preparation for professional practice.

Each part is marked Pass/Fail. The evaluation of the Critical Studies Part 1 and 2 are subsumed into the final degree marking system.

## **7. Criteria for Assessment**

**These criteria apply to studio work. For MFA students only the Critical Studies component will be graded as pass or fail.**

### **Year 2**

#### **Distinction**

- the work is of excellent quality, resulting from an ambitious, innovative and sustained programme of independent and original investigation;
- the work is professionally realised, with a full command of appropriate materials and techniques;
- there is evidence of a high level of understanding of the ideas and issues which situate the work in a broader context;
- there is evidence of the application of a high level of critical acuity.

#### **Merit**

- the work is of very good quality, resulting from an ambitious, innovative and sustained programme of investigation;
- the work is successfully realised, with evidence of a sound and professional attitude to the use of materials and techniques;
- there is evidence of a very good level of understanding of the ideas and issues which situate the work in a broader context;
- there is evidence of a very good level of critical acuity.

### **Pass**

- the work is of good quality resulting from an individual and sustained programme of Investigation;
- the work is well-realised, with evidence of a sound and professional attitude to materials and techniques;
- there is evidence of a good level of understanding of the ideas and issues which situate the work in a broader context;
- there is evidence of a good level of critical acuity.

### **Fail**

- the work has failed to satisfy the criteria to a level commensurate with the award of a Masters degree.

## **8. History and Theory of Art in the MA - Assessment**

**Coursework elements** must be passed as a requirement of the MA and contribute to the overall profile of the student, and the MA Coursework Essay contributes to the final degree mark. These elements are marked on a % scale, 70% and above = Distinction; 50% - 69% = Pass; 49% and below = referred for reassessment or, eventually, Fail.

**Research elements** contribute to the final mark, and are marked in a % scale, 70% and above = distinction; 50%-60% = pass; 49% and below = referred for reassessment or, eventually, fail.

### **MA Coursework Essay**

One course essay of at least **3000 – 3,500 words**. This essay is double –marked (out of 100) and externally examined, and contributes 5% to the student's final degree mark.

### **MA Research Essay**

**A 5,000 word** essay on the research topic. This essay is double-marked (out of 100) and externally examined, and contributes 5% to the student's final degree mark. It is intended to allow the student to begin to focus their research and try out ideas.

### **MA Report**

The MA report is a **10,000 word** dissertation which is the culmination of the student's research. This essay is double-marked (out of 100) and externally examined and contributes 15% to the student's final degree mark.

## **9. MA Examination Procedure and Timetable**

### **Subject Board/s for MA Yr1 coursework essays from terms 1 and 2**

All essays are double marked. The Board/s will be chaired by the Head of Taught Courses in History and Theory of Art. The first marker is the course tutor and the

second marker is another member of staff teaching in the History and Theory of Art area. First and second markers will meet together as appropriate within one month of the respective hand-in dates. They will bring their first and/ or second marks as appropriate for the coursework they are marking to the meeting. Marks will be discussed and an agreed subject mark will be arrived at for each piece of work. Copies of all comment sheets will be available at the meetings of the Subject Board/s for discussion. Agreed marks and comment sheets will be returned to the Slade School Administrator. Essays and copies of comment sheets will be returned to the students within one month of the hand-in date.

### **MA History and Theory Subject Marking Board for MA1 Third Essays and MA2 Reports**

All essays are double marked. The first marker is the supervisor for the MA1 Third Essays and the MA2 Reports. The second marker for each piece of work is another member of staff teaching regularly in History and Theory of Art. The subject markers will bring their respective first and second marks to the Subject Marking Board. Copies of all comment sheets will be available for the Subject Board for discussion. The Board will be chaired by the Head of Taught Courses in History and Theory of Art. The Board will discuss the marks for each piece of work and arrive at an Agreed Subject Mark for all of them.

### **Internal Moderation Board**

The Internal Moderation Board will be chaired by the Head of Taught Courses in History and Theory of Art and include all members of the preceding Subject Marking Board. A member of the Graduate Studio Staff will observe the moderation. The internal assessors will consider the Agreed Subject Marks for all MA1 and 2 essays and ensure parity across each group and the cohorts as a whole. The Internal Moderation Board will agree Internal Moderated Marks. All MA1 Coursework essays from the Spring Term and all MA1 Third Essays and MA 2 reports will be sent to the external examiner, but the Board will identify a sample of papers of appropriate size and which represents the spread of marks.

Subject Marks, Internal Moderated Marks and first marker's comment sheets for all papers returned to Slade Academic Manager, including indication of the sample.

Slade Academic Manager dispatches the following to the External Examiner:

- All MA1 spring term coursework essays, all MA1 third essays and all MA2 Reports, with the sample indicated
- The comments sheets from the first marker for the essays
- All Subject Marks and Internal Moderated Marks for the essays
- The Course Outlines, Bibliographies and essay titles
- The MA History and Theory extract from the student handbook
- The MA History and Theory Exam procedure and timetable

Copies of comment sheets will be returned to the students within one month of the hand-in date.

The Head of Taught Courses in History and Theory of Art should liaise with the External Examiner regarding the Exam Board Procedure and clarify queries prior to the Exam Board.

### **Preliminary meeting between History and Theory of Art External Examiner and Head of Taught Courses in History and Theory of Art**

The Head of Taught Courses in History and Theory of Art will have preparatory discussions with the History and Theory External Examiner to discuss marks, borderline cases and resolve disagreements and to ensure parity across each group and the cohorts as a whole for all MA1 Spring Term course essays, MA1 Essays and MA2 reports.

### **Final Examination Board**

Membership: The Head of Taught Courses in History and Theory of Art, History and Theory of Art External Examiner, Head of Graduate Studio Areas, Slade Director (Chair), College Observer, Slade Academic Manager (Secretary) and Teaching and Learning Officer (Meeting Facilitator).

The Board will receive the Subject Marks and Internal Moderated Marks for all MA1 spring term course essays, MA1 essays and MA2 reports. The External Examiner will be invited to give their moderated mark to the Board. Marks will be discussed as necessary, borderline cases and parity considered. The Board will agree Final Marks for the MA1 spring term course essays, MA1 Essays and MA2 Reports and apply penalties as appropriate. Progression will be considered and approved as appropriate for first year students.

The Final Agreed Marks for MA2 Reports will be weighted and added to the weighted marks from the final studio assessment and the Year 1 History and Theory of Art weighted marks (MA1 spring term course essay and MA1 essay). The Board will then discuss individual Degree Marks, considers borderline cases and parity. Final Degree Marks will be agreed with corresponding classifications.

Class Boundaries:	Distinction	70% and above
	Merit	60% - 69%
	Pass	50% - 59%
	Fail	49% and below

## **10. Criteria of Assessment for the History and Theory of Art components**

Students will be credited for:

- Ambition of aim and scope, clarity and coherence of argument;
- Vividness and accuracy in the use of examples, and in the way in which ideas are related to specific works of art and cultural phenomena;



- A perspective that is individual without being opinionated;
- Clear evidence of the research that has gone into the project;
- The quality of presentation including footnotes or endnotes, bibliography and supporting illustration where appropriate.

The degree of success with which students have carried out the task that they have set themselves, and fulfilled the aims should be clear to the readers and will be an important element in the assessment.