

Academic & Student Support Services  
Academic Registrar  
Simon Wright LLB  
*Gwasanaethau Academaidd a Chefnogi Myfyrwyr*  
*Cofrestrydd Academaidd*  
*Simon Wright LLB*



Sent by email to [jean-anne.stewart@henley.ac.uk](mailto:jean-anne.stewart@henley.ac.uk)

24 August 2015

Dear Dr Stewart,

**Re: Institutional Response: External Examiner Annual Report 2014 – 2015**

I am writing further to the receipt of your External Examiner's Report for the Executive MBA.

Your Report has been considered by the School in accordance with our approved procedures. I am, therefore, now in a position to respond on behalf of the Vice-Chancellor to the main points you had raised.

**Issue(s) Highlighted:**

1. Consideration of using 'step marking' so there are clearer differences between the marks, and also using a wider range of marks, both lower and higher, such as 80%, across all the modules.

The following response has been provided on behalf of the School:

1. This will be fed back to the Associate Dean of Learning & Teaching and Director of Assessment & Feedback for consideration at the level of School policy.

**The University is pleased to note your positive comments including:**

1. Your positive indications regarding the programme structure, academic standards and assessment process;
2. The assignment for Leadership and Professional Development asks the students to evaluate 3 different academic papers, which is an excellent approach to develop critical thinking skills during an MBA.

I hope that you will find this response satisfactory and thank you for your continued support of the programme and we are most grateful for your valuable input into this process.

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In order to meet the expectations of the QAA Quality Code, both the External Examiner Annual Report and this Institutional Response will be published on the University Student Intranet and will be available to all students and staff.

The University's provision of the formal Institutional Response is not intended to constrain direct communication between schools and their External Examiners. Schools are encouraged to discuss with their External Examiners any matters of detail raised in their Reports and, more widely, any issues impacting on the quality and standards of awards, including possible changes to programmes.

We are most grateful for your comments and for your support in this matter.

Yours sincerely,



Mr Simon Wright  
Academic Registrar