



BRITISH ACCREDITATION COUNCIL INSPECTION REPORT

INTERIM INSPECTION (Short Course Provider)

ORGANISATION: Glasgow Maritime Academy

ADDRESS: 101 Abercromby Business Centre
279 Abercromby Street
Glasgow
G40 2DD

HEAD OF ORGANISATION: Captain Vinil Gupta

Accreditation status: Accredited

Date of inspection: 7 July 2014

ACCREDITATION COMMITTEE DECISION AND DATE: Continued accreditation 4 September 2014

PART A - INTRODUCTION

1. Background to the organisation

The Glasgow Maritime Academy (the Academy or GMA) was established to provide an alternative for essential marine qualifications to the local college provision, which was undergoing major changes due to the merger of Glasgow College of Nautical Studies with a number of other city centre FE colleges to form City of Glasgow College. It would appear that such courses were of a low priority in the newly merged college and hence there was an opportunity to enter the market with some provision no longer available elsewhere. The Managing Director is highly qualified and experienced in this field, which is an added attraction to possible clients.

2. Brief description of the current provision

The Academy was registered on 8 February 2013 with the necessary use of premises agreement with the Glasgow Authority. Since that time, the Academy has run a number of short courses in the field of marine qualifications. These are mostly courses under the auspices of the Marine and Coastguard Agency (MCA) such as Ship Security Officer, Ship Safety Officer and Tanker Familiarisation as well as courses preparing candidates for their Masters, Mate and Officer of the Watch orals. There are also some courses awarded by the Scottish Qualifications Authority (SQA).

3. Inspection process

This was a half day interim inspection conducted by one inspector. A meeting was held with the Managing Director to receive an update on changes since the last inspection and to review responses to the recommendations in the 2013 inspection report. This was followed by a tour of the premises and short visits to two classes.

4. Inspection history

Full inspection: 24 and 25 April 2013

PART B – JUDGEMENTS AND EVIDENCE

The following judgements and comments are based upon evidence seen by the inspector(s) during the inspection and from documentation provided by the provider

1. Significant changes since the last inspection

Since the last inspection, the Academy has added nine new courses in the following areas: Human Element and Leadership Management (HELM), safety and security, medical care, signals and ECDIS (Electronic Chart Display and Information System). The teaching staff has increased from two to four full-time staff (including the Managing Director) and from three to five part-time staff. The former Director has now left GMA. There are two full-time administrative staff. The Academy now has seven training rooms.

The Managing Director would like to relocate to a location on the Clyde (or to England if the independence referendum results in a 'Yes'.)

2. Response to action points in last report

As courses develop there will be a requirement to increase the administration and employ more qualified academic staff.

As noted above, this has been done.

There is a need to consider improvements to publicity.

The Academy invests significantly in Google adverts. The MD has yet to check the effectiveness of this advertising by asking new students how they found out about GMA. The inspector's suggestion of including photos and dates on the website has been followed. GMA also sends email bulletins to shipping companies (about 50% of students are sponsored by companies) as well as having personal meetings.

New staff, when appointed, will have to be appraised on a regular basis to ensure that the quality is maintained.

An appraisal system has been designed although the first appraisal is not due until August 2014. The appraisal template looks quite complicated and it is recommended that it be simplified. Classroom observations are taking place and it was reported that extensive CPD was being provided.

Informal post-class meetings could benefit from a more formal approach.

Formal staff meetings are held about every four months, covering topics such as course feedback, course improvements, new courses and equipment.

The management needs to begin to make arrangements to increase the current accommodation for meetings and interviews.

There is a large room with a hot desk suitable for meetings and interviews.

3. Compliance with BAC accreditation requirements – spot check

3.1 Management, Staffing and Administration

	Met	Partially met	Not met	NA
The standards are judged to be	✓			
Comments The MD is now responsible for all management as well as teaching but is planning to divest himself of some of his teaching responsibilities.				

3.2 Teaching, Learning and Assessment

	Met	Partially met	Not met	NA
The standards are judged to be	✓			
Comments				

3.3 Participant Welfare

	Met	Partially met	Not met	NA
The standards are judged to be	✓			
Comments				

3.4 Premises and Facilities

	Met	Partially met	Not met	NA
The standards are judged to be	✓			
Comments				

PART C – SUMMARY OF STRENGTHS AND ACTION POINTS

Institution's strengths

The MD knows his market well and has a clear vision for taking the Academy forward.
The Academy takes all necessary measures to satisfy the quality requirements of MCA and its clients.

Actions required	Priority H/M/L
None	

COMPLIANCE WITH STATUTORY REQUIREMENTS

Declaration of compliance has been signed and dated.	YES
Further comments, if applicable	