



BRITISH ACCREDITATION COUNCIL INSPECTION REPORT

INTERIM VISIT (College)

INSTITUTION: Western International College (WINC)

ADDRESS: Unit 3K-3L, Berol House
25 Ashley Road
London
N17 9LJ

HEAD OF INSTITUTION: Mr Stephen W Mitchell

ACCREDITATION STATUS: Accredited

DATE OF VISIT: 12 July 2018

ACCREDITATION COMMITTEE DECISION AND DATE: Continued accreditation 27 September

PART A - INTRODUCTION

1. Background to the institution

Western International College Limited (the Institution/WINC) was established in London in May 2016 as WINC Limited and changed its name to the current name in January 2017. The change of name was to avoid confusion with a similarly named college. The Institution is part of the Kartha Education Society (KES) group, which has been operating in the United Arab Emirates (UAE) since 2008.

The Chief Executive Officer (CEO), who is based in the UAE, is the sole proprietor and the day-to-day management of the Institution in London is delegated to the Principal. A senior administrator manages operational matters.

WINC aims to help its students gain world-respected qualifications and enrich their lives in a variety of disciplines, including business management and computing. The Institution in London was established to target local and Eastern European students. Due to the lack of uptake on the courses offered, the organisation has redirected its strategic aims to focus on courses offered in partnership with universities in the United Kingdom (UK). BAC accreditation is for the Institution in London only.

WINC moved to its current location in August 2016 and refurbished the premises to make them suitable for educational use. Located in North London on an upper floor of a converted mill, the premises are very close to central London and to good transport links.

Three students were recruited in October 2016 for a diploma in management course. Due to personal reasons, they withdrew before the end of the course.

2. Brief description of the current provision

The Institution offers courses in business management and computing ranging from Level 3 to Level 7, which are accredited by Awards for Training and Higher Education (ATHE). It also offers additional courses, in partnership with the University of Lincoln and Solent University. These undergraduate courses comprise top-up Level 6 programmes, which are top-ups to the final year of a degree. The courses offered include Bachelor of Arts (BA Hons) Business Studies Top Up, Bachelor of Science (BSc Hons) Computer Science (Network Technology) Top Up and BSc Hons Computer Science (Information Systems) Top Up with the University of Lincoln and BSc Hons Business Administration Top Up and BSc Hons Computing Top Up with Solent University. The postgraduate courses offered are a Master of Business Administration and a Master of Science Applied Computing with Solent University.

The courses offered in conjunction with the University of Lincoln are exclusively online. Materials for the courses are provided by Lincoln. It is planned that what is normally a 30 week module will be completed in 15 weeks. The courses offered in conjunction with Solent University are exclusively delivered face-to-face. Students are required to attend a weekly session of three hours with occasional tutorials. All online and face-to-face courses have start dates in September or October, January and June. The Institution has received enquiries relating to the courses but no enrolments as yet.

A recent visit in May this year by the Rector and Vice Rector of the Women's Teacher Training University of Kazakhstan has resulted in a booking from their university for an English language training course with computer studies and a programme of cultural visits. The course will run for 14 weeks from September 2018. Ten students are registered. The Institution anticipates running more short language-based courses geared to students coming to the UK on short term study visas.

3. Inspection visit process

The inspection was carried out by one inspector over half a day. The inspector had a tour of the premises and a meeting was held with the Director, the Principal, the Centre Manager and the Registrar. The inspector also examined the website and scrutinised various documentation.

4. Inspection history

Full inspection: 13 January 2017

PART B – JUDGMENTS AND EVIDENCE

The following judgments and comments are based upon evidence seen by the inspector during the inspection and from documentation provided by the institution.

1. Significant changes since the last inspection

Due to the lack of take-up on courses previously offered, the Institution has widened the scope of its operation and recently concluded collaborative partnerships with two UK universities, the University of Lincoln and Solent University to offer top-up programmes to degree courses and post-graduate courses in business studies and computing. Additionally, the Institution is also offering short-term English language courses.

2. Response to actions points in last report

4.1 The website must be completed to provide a full picture of the organisation and its facilities.

The website has been updated to reflect the new university partnerships and corresponding courses. There is also brief information provided on the location and facilities of the London premises. The pictures on the website show students in environments that are not present at the London premises but are taken from WINC's overseas properties.

7.2 The good mechanisms in place for obtaining feedback must be implemented and the results recorded and analysed.

Since the last inspection there have been just three students enrolled on courses. None of these students completed the course and no feedback was collected during their programme.

7.4 An appropriate mechanism for reporting on the institution's response to the feedback from the student body must be developed and implemented.

The Institution has not developed any mechanism for dealing with student feedback.

11.3 WINC must implement its system for classroom observations.

Whilst the diploma course was running with the three participants, opportunities for classroom observations were not taken up and consequently there is no documented evidence that the quality of classroom teaching and learning is being monitored.

3. Response to recommended areas for improvement in last report

It is recommended that WINC provides job descriptions for all staff.

Appropriate job descriptions are now in place for all staff members.

The administrative and other policies and procedures should be reviewed to ensure that they all fully represent the current stage of development of the Institution.

The administrative and other policies and procedures have been satisfactorily reviewed to eliminate references which are not relevant to the Institution.

WINC should consider developing a checklist for the staff and student files to ensure the consistency of the documentation.

Comprehensive checklists for staff and student files have been drafted and are now in use.

It is recommended that the templates for the unit and module evaluations are reviewed to ensure they fully reflect the current stage of development of the Institution.

The templates for the unit and module evaluations have not been updated due to the lack of students.

It is recommended that WINC fully implements its policies and procedures for staff appraisal and the use of the Individual Learning Plan (ILP) to record students' initial learning goals and progress.

No staff appraisals have taken place since the Institution has been established. The ILP is comprehensive and provides useful information on learning goals and progress.

4. Compliance with BAC accreditation requirements

4.1 Management, Staffing and Administration (spot check)

	Met	Partially met	Not met	
The standards are judged to be		✓		
Comments				
There is a stable well qualified and experienced management and administration team.				
Appropriate job descriptions have been drafted and are in staff files.				
No staff appraisals have been carried out.				
4.1 The website has been appropriately up-dated to show the new courses but does not currently give an accurate representation of the Institution's premises and facilities.				
7.2 7.4 Appropriate mechanisms are in place to obtain feedback. These have not been implemented and there is no mechanism in place to report to students on the response to their feedback.				

4.2 Teaching, Learning and Assessment (spot check)

	Met	Partially met	Not met	
The standards are judged to be		✓		
Comments				
11.3 No classroom observations took place during the course that ran in October 2016.				

4.3 Student Welfare (spot check)

	Met	Partially met	Not met	
The standards are judged to be	✓			
Comments				
The Institution has appropriate policies to cover the safeguarding of vulnerable adults, disability matters and complaints.				

Staff are on hand to provide appropriate pastoral and other personal support.

4.4 Premises and Facilities (spot check)

	Met	Partially met	Not met	
The standards are judged to be	✓			
Comments				
<p>The College premises are in a central location and well served by public transport.</p> <p>The offices and classrooms on an upper floor of a building complex, are in good decorative order with comfortable and modern classroom furnishings. One room is set out as an Information Technology (IT) room with multiple workstations. There is a small library and a kitchenette which students can use.</p>				

PART C – SUMMARY OF STRENGTHS AND ACTION POINTS

STRENGTHS
The Institution is pro-active in seeking out new partnerships and initiatives.
There is a close focus on key core strength areas of business management and computing.
The easily accessible central location of the premises.

ACTIONS REQUIRED	Priority H/M/L
4.1 The website must be updated to provide a full picture of the organisation and its facilities in the UK.	H
7.2 The Institution must be pro-active and systematic in seeking student feedback.	M
7.4 The Institution must develop an effective mechanism for dealing with student feedback.	M
11.3 WINC must implement its system for classroom observations.	M
The Institution must carry out regular staff appraisals.	M

RECOMMENDED AREAS FOR IMPROVEMENT (to be reviewed at the next inspection)
It is recommended that the templates for the unit and module evaluations are reviewed when courses resume to ensure they fully reflect the current stage of development of the Institution.

COMPLIANCE WITH STATUTORY REQUIREMENTS	
Declaration of compliance has been signed and dated.	YES
Further comments, if applicable	
The Institution were requested to inform BAC in advance of courses with assured student enrolments.	