



Embedded College Review for Educational Oversight: report of the monitoring visit of Bellerbys Educational Services Ltd, June 2013

Annex 4: Kingston University, London International Study Centre

Section 1: Outcome of the monitoring visit

1 From the evidence provided in the annual return and at the monitoring visit, the monitoring team concludes that Kingston University, London International Study Centre (KULISC) is making commendable progress following the May 2012 [Embedded College Review for Educational Oversight](#).

Section 2: Changes since the last QAA review

2 There have been no significant changes since the last QAA review visit. The only change in provision is the introduction of the International Year One. From January 2014 it is planned that KULISC will move to improved accommodation in another campus of the University.

Section 3: Findings from the monitoring visit

3 KULISC has built on the good practice and recommendations in the 2012 review report and the annex for this college. The KULISC annex identified two areas of good practice: the seamless integration of KULISC's policies and procedures with those of the University, and the regular and frequent review meetings between the Head of KULISC and the University. KULISC has continued to adopt and implement all relevant policies and procedures of the University. The quality and diversity of students have been discussed with the University. KULISC has been in discussion with the University about mapping the progress of its former students on their degree programmes, and arrangements for sharing information have been introduced. Weekly review meetings have continued and the Head of Centre has encouraged other heads of centre to follow this KULISC practice which yields significant benefits. KULISC had developed strong networking links with two other ISCs in outer London and Surrey, and as a result good practice was being shared at management and teaching levels.

4 High levels of academic and personal support available to students were being maintained, and staff development and networking opportunities had been enhanced since the 2012 review. Considerable efforts had been made to encourage all staff to participate in the Teachers Conference. The peer observation of teaching system had been extended, and good practice was being identified and disseminated.

5 A Form of Variation to the inter-institutional agreement makes clear the responsibility for academic standards. KULISC has produced a glossary of academic standards-related terminology, taking account of the University's regulations, and was consistently applying this in all its documentation. The glossary had been given to all teaching staff, although it was not included in the Staff Handbook. Assessment regulations were made available to students in the student handbook.

6 Bellerbys Educational Services (BES) standard procedures for checking and confirming the accuracy of information provided for sign-off by the University are working effectively. Students confirmed that information given to them was full and accurate.

Section 4: The embedded colleges' use of external reference points to meet UK expectations for higher education

7 The UK Quality Code for Higher Education (the Quality Code) has been used by KULISC as its main external reference point. Considerable effort has been put into understanding it and communicating its significance to staff, who are kept informed of any changes at staff meetings. There are regular email communications of any updates. The Head of Centre has been working with the University's Registry to consider how changes in the University driven by the Quality Code would impact on the ISC.

Section 5: Background to the monitoring visit

8 The monitoring visit serves as a short check on the provider's and its embedded colleges' continuing management of academic standards and quality of provision. It focuses on progress with the action plan since the previous review. In addition, it provides an opportunity for QAA to advise the provider and its embedded colleges of any matters that have the potential to be of particular interest in the next monitoring visit or review.

9 The monitoring visit was carried out by Alan Hunt, QAA Officer, and Professor Alan Jago, Reviewer, on 12 June 2013.