

**Academic Board of the Coleg Cymraeg Cenedlaethol**  
**Wednesday, 16 October 2013**  
**Conference Room, Y Llwyfan, Coleg Cymraeg Cenedlaethol, Carmarthen**

**Present:**

Members (Coleg): Dr Hefin Jones (Chair and Dean), Professor Siwan Davies, Dr Dylan Foster Evans, Gwilym Dyfri Jones, Professor Densil Morgan, Delyth Murphy, Professor Gwynedd Parry, Dr Eleri Pryse, Gwerfyl Roberts, Professor Deri Tomos

Members (Institutions): Nia Besley, Dr Anwen Jones, Dr Lisa Lewis, Dr Gina Morgan, Dr Angharad Naylor, Andrew Parry, Dr Siân Wyn Siencyn

Members (Students): Hollie Edwards, Greta Fflur Jâms, Siân Beynon Powell, Cara Llwyd Thomas

Members (Colleges Wales): Carys Swain

Officers: Dr Ioan Matthews (Chief Executive), Dr Dylan Phillips (Senior Academic Manager) (after lunch), Dr Dafydd Trystan (Secretary of the Board), Nia Brown (Development Officer)

Apologies: Julie Brake, Dr Gwenno Ffrancon, Dr Carwyn Jones, Dr Elin Haf Gruffydd Jones, Huw Morris (ex-officio), Llinos Roberts, Dr Gwennan Schiavone, Dr Enlli Thomas

<b>Item</b>	<b>Main discussion points</b>	<b>Actions</b>	<b>Timescale</b>
<b>1. Welcome and Opening Comments</b>	1.1. The Dean formally welcomed the members to the meeting. 1.2. Nia Besley (deputising for Dr Gwenno Ffrancon), Andrew Parry (deputising for Julie Brake) and the new student representatives, Hollie Edwards, Greta Fflur Jâms, Siân Beynon Powell, and Cara Llwyd Thomas were welcomed to their first meeting. 1.3. Warm congratulations were extended to Dr Carwyn Jones and Dr Enlli Thomas, members of the Academic Board, on the birth of their son and to Dr Gwennan Schiavone, from the Coleg, and Gruff Ifan, a former Branch Officer of		

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	the Coleg, on the birth of twins.		
<b>2. Apologies and Declarations of Interest</b>	2.1. Apologies as above were noted. 2.2. There were no declarations of interest.		
<b>3. Presentation by University of Wales: Trinity Saint David</b>	3.1. A presentation was received from Dr Siân Wyn Siencyn, University of Wales: Trinity Saint David on 'People, projects, stuff and students'. She was thanked for her comprehensive and useful contribution which raised a number of interesting and important points. There was a brief discussion and the PowerPoint presentation is appended to the minutes. 3.2. Bridgend College thanked Dr Siân Wyn Siencyn and the University of Wales: Trinity St David specifically for the key work in establishing the Early Childhood Course. 3.3. During the discussion which followed, the Chief Executive provided an update on the timescale for preparing a new Strategic Plan for the Coleg which will be in force from 1st August 2014. The Strategic Plan will be discussed in meetings of the Academic Board as appropriate.		
<b>4. Minutes of the meeting held on 17 July 2013</b>	4.1. The Dean thanked the Vice-Chair - Delyth Murphy - and Gwilym Dyfri Jones for deputising during his absence from the previous meeting. 4.2. It was reported that the minutes of the previous meeting would be further reviewed, in the light of members' comments. 4.3. Following revision of the minutes, it was agreed to accept them.	Development Officer to revise the minutes and circulate them before the next meeting	By 5 February 2014
<b>5. Membership</b>	5.1. A verbal report on the representation of students on the Academic Board for the academic year 2013/14 was received. It was noted that the following had been		

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	<p>nominated:</p> <ul style="list-style-type: none"> <li>• Postgraduate representative - Siân Beynon Powell (University of South Wales)</li> <li>• South-east representatives - Cara Llwyd Thomas (Cardiff University), and Hollie Edwards (Cardiff Metropolitan University)</li> <li>• South-west representative - Greta Fflur Jâms (University of Wales: Trinity Saint David)</li> <li>• North and West representative - Rhun Dafydd (Aberystwyth University)</li> </ul> <p>5.2. It was noted that only one nomination had been received for the south-west region and the north and west region.</p> <p>5.3. It was reported that a training session for student representatives had been arranged for 22 November. It was reported that arrangements were in hand to ensure student representation on the subject panels.</p> <p>5.4. It was further agreed to appoint Jacob Ellis, Welsh Language Officer, National Union of Students Wales, as an observer on the Academic Board. His work in assisting the process of setting up the student elections was acknowledged.</p> <p>5.5. It was reported that, following the merger of University of Wales, Newport and the University of Glamorgan to form the University of South Wales, Geraint Cunnick's membership of the Academic Board had ended. In addition, Phil Ainsworth's membership had ended following the merger of Swansea Metropolitan University and the University of Wales: Trinity St David. Their contribution since the establishment of the Academic Board was acknowledged.</p> <p>5.6. It was further reported that Dr Richard Wyn Jones from Cardiff University had resigned his membership of the Academic Board. A report will follow on his replacement</p>	<p>Officers to nominate a successor</p>	<p>By 5 February 2014</p>



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<b>7. Academic Collaboration Committee</b>	<p>7.1. A verbal report was received from the Chief Executive on a discussion in the Academic Collaboration Committee which met on 2 October 2013.</p> <p>7.2. The committee had discussed the process of ensuring that the Coleg has full information about the collaborative provision offered under the auspices of the Coleg. It was reported that the processes will be confirmed in consultation with the institutions.</p> <p>7.3. The committee's work was welcomed, as well as its importance in protecting standards and the student experience.</p> <p>7.4. The Terms of Reference and the minutes of 3 July 2013 were noted for information.</p>		
<b>8. Strategic Reviews (BA/13/05/2007)</b>	<p>8.1. Members of the Academic Board were reminded of the confidential nature of the Strategic Project Reviews.</p> <p>8.2. The members were invited to note the recommendations of the review panels in connection with the four strategic projects which had been reviewed.</p> <p>8.3. There was discussion on the paper noting the importance of the review cycle, and that the principle that institutions should not depend solely on the Coleg to fund Welsh medium education and provision needs to be established. During the discussion, reference was made to the high number of applications submitted to the Coleg and the fact that the Coleg cannot fund every deserving project which is proposed.</p>		
<b>9. Academic Staffing Scheme (BA/13/05/8a)</b>	<p>9.1. The papers on the Coleg's Academic Staffing Scheme were presented by Dr Dylan Phillips.</p> <p>9.2. <u>Promotion Procedure</u> - There was a discussion to confirm the procedure for considering variations to the Coleg's grants following promotions.</p>		



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	reviews.		
<b>10. Honouring pioneers in higher education</b>	<p>10.1. Proposals for honouring higher education pioneers with annual awards to be made by the Coleg were considered, namely:</p> <ul style="list-style-type: none"> <li>• A prize for the best doctoral theses funded by the Coleg;</li> <li>• Writing an article at undergraduate level;</li> <li>• Promoting Welsh in our schools;</li> <li>• Introducing a History prize for the best doctoral thesis in Welsh.</li> </ul> <p>10.2 Additional ideas were requested, to be submitted within a week to Nia Brown, to be placed in front of the Board of Directors.</p> <p>10.3 It was noted that the family of Eilir Hedd Morgan, a lecturer on the Staffing Scheme, who was killed in an accident earlier this year, have made a donation to establish a memorial prize. It is intended to present the prize for the first time in the annual meeting of the Coleg in February 2014.</p> <p>10.4 It was noted that four possible names for Fellowships have been proposed for consideration by the Board of Directors.</p>		
<b>11. Research Scholarships Scheme</b>	<p>11.1. Dr Dylan Phillips gave a verbal report on the new arrangements for the Research Scholarships Scheme.</p> <p>11.2. It was reported that the largest number ever of applications had been received and that the standard was high. 10 research scholarships were awarded and a number of the holders were currently on a two-day course in Lampeter as part of the Research Skills programme provided by the Coleg.</p> <p>11.3. It was noted that a circular for the next award round would</p>		

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	be issued earlier than last year with 17th January 2014 as the closing date.		
<b>12. Matters to be raised - Students</b>	12.1. The students had no matters to raise. 12.2. The students were given the opportunity, in their first meeting, to introduce themselves and the subjects which they are studying.		
<b>13. Matters to be raised - Branches</b>	13.1. <u>Bangor University Branch: Welsh-medium Widening Participation courses.</u> There was discussion noting that this was an important and timely matter for the Academic Board in order to prepare prospective students from different backgrounds for higher education study. It was suggested that Delyth Murphy could prepare a document for further discussion in the next meeting. 13.2. <u>University of Wales: Trinity Saint David Branch:</u> It was reported that the Branch Officer, Gruff Ifan, had been appointed to a job in the University of Wales: Trinity Saint David, and that there would be a new Branch Officer in due course. he was formally thanked for his valuable work during his time working for the Coleg.	DM to prepare a paper	5 February 2014
<b>14. Matters arising</b>	14.1. It had been suggested in the last meeting that the agenda and papers for the meetings should be place on SharePoint for the convenience of members. It was reported that the Officers had discussed the idea with the Coleg's Information Technology Officer and the Coleg would attempt to trial the process with a committee with a smaller membership in the first place.		
<b>15. AOB</b> (BA/13/05/2014)	15.1. A paper on open resource developments was presented: Collaboration options between the Coleg and Wikipedia. There was a discussion which showed a difference of	Progress report	5 February 2014



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	<p>opinion, but it was recommended that the proposal for a pilot project which had been made by Wikipedia should be accepted, but with no commitment by the Coleg to take this any further at present. It was agreed that the Board would receive a report in the next meeting after the Coleg had held discussions with Wikipedia Wales.</p> <p>15.2. Memorandum of Understanding between the Coleg and Colleges Wales. It was decided to place this item on the agenda for the next meeting in order to give it proper consideration.</p>	Item on next agenda	5 February 2014
<b>16. Dates of next meetings</b>	<p>16.1. The following dates were noted for the 2013/14 and 2014/15 academic years:</p> <ul style="list-style-type: none"> <li>• 5th February 2014, Aberystwyth</li> <li>• 7th May 2014, Cardiff</li> <li>• 15th October 2014, University of South Wales</li> <li>• 4th February 2015, Carmarthen</li> <li>• 13th May 2015, Glyndŵr University</li> </ul>		