

**Coleg Cymraeg Cenedlaethol Board of Directors**

**Tuesday, 19 September 2017**

**11.00 - 12.05**

**Video network**

**Present:**

**Directors:**

Dr Haydn E Edwards (Chair)  
William Callaway, Higher Education Sector Director  
Professor Iwan Davies, Higher Education Sector Director  
Professor Jerry Hunter, Higher Education Sector Director  
Ellen Jones, Director representing students  
Gwilym Dyfri Jones, Higher Education Sector Director  
Dr Gwyn Lewis, Independent Director  
Linda Wyn, Independent Director (Vice-Chair)

**Observer:**

Nicola Hunt, Higher Education Funding Council for Wales (HEFCW)

**Officers:**

Dr Ioan Matthews, Chief Executive  
Dr Dylan Phillips, Senior Academic Manager  
Catherine Rees, Secretary  
Dr Gwennan Schiavone, Senior Academic Manager  
Nia Brown, Development Officer: Secretariat

**Apologies:**

Dr Hefin Jones, Director representing academic staff / Coleg Dean  
Professor Hywel Thomas, Higher Education Sector Director  
Ieuan Wyn, Independent Director  
Dr Dafydd Trystan, Registrar

Item	Main points of discussion	Action	Timescale
<p><b>1. Welcome and introductions</b></p>	<p>1.1 The Chair welcomed members to the meeting.</p> <p>1.2 Apologies were received for inclusion in the minutes.</p>		
<p><b>2. Declarations of interest</b></p>	<p>2.1 Members were reminded of the procedure by which they are asked to note any declarations of interest additional to those already noted in the Register of Interests.</p> <p>2.2 Gwilym Dyfri Jones declared an interest as he is employed by an organisation that hosts a centre for teacher education.</p> <p>2.3 The Chair noted that, since July 2017, he had resigned as a member of the Board of Directors of the National Centre for Learning Welsh.</p>		
<p><b>3. Appointing a Director from the student body</b></p>	<p><b>Appointing a Director to represent students</b></p> <p>3.1 The process for appointing a Director from the student body was outlined by the Secretary. Ellen Jones was nominated by NUS Wales and an interview was held by the Chair of the Appointments Committee and the Registrar on 26 July 2017. The recommendation to appoint her following the interview was circulated to other Board members, and all responses received were positive.</p> <p>3.2 The appointment was agreed and Ellen Jones was welcomed to her first meeting.</p>		

<p><b>4. Task and Finish Group report</b></p>	<p>4.1 The Board noted its appreciation to the Task and Finish Group who reviewed elements of the Coleg's activities. It was further noted that the process had been undertaken in a transparent and thorough manner.</p> <p>4.2 It was noted that the Chair and Chief Executive would meet with the Cabinet Secretary for Education and Skills and the Minister for Lifelong Learning and the Welsh Language on 28 September. The review's recommendations would be on the agenda at the meeting.</p> <p>4.3 A discussion was held on the recommendations of the Task and Finish Group, and the initial response of the Coleg's officers to the recommendations. The discussion led to comments under the following headings:</p> <p><b>Post-16 sector</b></p> <ul style="list-style-type: none"> <li>• The recommendation to extend the Coleg's role to the post-16 sector was welcomed – with predictions of great benefits for the further education sector.</li> <li>• It was emphasised that there are many differences and complexities within the post-compulsory sector, including schools, colleges, work-based learning, apprenticeships and some institutions with a specific mission.</li> <li>• The need for significant investment in order to implement the recommendations in the post-16 sector.</li> <li>• Concern about how much marketing the Coleg could provide without an appropriate budget.</li> </ul>		
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	<ul style="list-style-type: none"> <li>• It was noted that there would be implications in terms of the Coleg's Constitution and the membership of the Board of Directors.</li> <li>• Ownership of the agenda: who is responsible for developing the post-16 strategy – the Coleg, or the sector? The role of local authorities and community education. It was noted that such questions would be explored at the proposed Planning Group.</li> </ul> <p><b>Governance</b></p> <ul style="list-style-type: none"> <li>• The need for a Board that represents the expertise of the whole sector with a clear understanding of strategy – the importance of representation at the right level, i.e. strategic level in the colleges, rather than the bilingual champions.</li> <li>• The various sectors need to have confidence in the Board – that it reflects every sector.</li> <li>• There is no need for a large Board – commercial boards are often smaller.</li> <li>• The importance of protecting the Coleg's original values and characteristics (i.e. Higher Education) as it evolves.</li> <li>• The need to move away from the erroneous perception that each institution has a seat on the Board.</li> <li>• Appointments and Standards Committee to appoint according to skill rather than receive nominations.</li> <li>• The timescale of the changes will need to be considered – as will the various options for a transitional period.</li> <li>• The need for specific legal advice about this.</li> </ul>		
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	<p>It was noted, in terms of reviewing the constitution of the Coleg and the Board, that the Constitution Working Group would be meeting on 27 September 2017 to consider proposals to be submitted to the Board of Directors on 22 November 2017.</p> <p><b>Marketing</b></p> <ul style="list-style-type: none"> <li>• The institutions themselves need to undertake more marketing.</li> <li>• There is currently a danger of losing students from one key stage to the next, so the new responsibility for Further Education would offer further opportunities in terms of progression.</li> <li>• The resource implications (funding and human) of undertaking activities in English-medium schools.</li> <li>• Encourage the development of Welsh-medium skills in Further Education rather than promoting progression to Higher Education – a change of focus.</li> <li>• The need to look at the Welsh Language Strategy.</li> <li>• Recommendation not as simple as the report suggests.</li> </ul> <p>In response to a question, the Chief Executive noted that a discussion had begun on the marketing recommendations, but the Coleg would not come to conclusions on this for some months.</p> <p><b>Funding</b></p>		
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	<ul style="list-style-type: none"> <li>• Reference was made to the fact that the Coleg had facilitated the Welsh Language Competency Certificate for Teachers from its own resources.</li> <li>• Resource and funding implications for supporting staff, developing resources and planning.</li> <li>• It was noted that there was a risk of conflict of interest between three different sectors.</li> <li>• The need for clear costings for the additional requirements.</li> </ul> <p><b>Scholarships, Welsh language Skills Certificate and credits</b></p> <ul style="list-style-type: none"> <li>• The need to give careful consideration to the recommendations about the Welsh Language Skills Certificate for Further Education and linguistic support generally. This will be a matter for further discussion in the context of Further Education.</li> <li>• The Coleg will continue to consider the recommendations on credits and scholarships.</li> </ul> <p><b>Coleg operation</b></p> <ul style="list-style-type: none"> <li>• The Coleg to give due consideration to monitoring systems in order to maintain efficiencies.</li> <li>• The need to be cautious of pressure on the Coleg from the Government to reach a specific percentage of students studying through the medium of Welsh.</li> <li>• The Coleg compares favourably with other institutions in terms of monitoring and accountability expectations, but should continue to review. It was noted that officers had already</li> </ul>		
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	<p>reviewed and streamlined monitoring arrangements.</p> <p><b>Branches</b></p> <ul style="list-style-type: none"> <li>• The potential to extend the branches to Further Education.</li> <li>• It was noted that a number of the recommendations were already underway.</li> <li>• The need for clarification about the scope of the Coleg's new responsibilities was emphasised.</li> </ul> <p>4.4 Members were thanked for their comments, and officers were thanked for their work in preparing the responses.</p> <p>4.5 It was agreed to review the responses in light of members' comments. An Action Plan based on the responses to the recommendations will be submitted to the Board of Directors' meeting on 22 November 2017. The Board noted the Chief Executive's comments that the Welsh Language Strategy, the White Paper and the new organisation to be established for post-16 education would need to be considered in planning strategically for the future.</p>	<p>Prepare an Action Plan</p>	<p>By 22 November 2017</p>
<p><b>5. Dates and locations of the next meetings</b></p>	<p>5.1 The dates of the next meetings were noted:</p> <ul style="list-style-type: none"> <li>• 22 November 2017, Carmarthen</li> <li>• Meeting of the Court, 7 March 2018, Aberystwyth</li> <li>• 8 March 2018, Aberystwyth</li> <li>• 20 June 2018, Wrexham</li> </ul>		

	5.2 The simultaneous translator was thanked for his work.		
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