

Coleg Cymraeg Cenedlaethol Academic Board

Wednesday, 16 October 2019

Aberystwyth University

Present:

- Members (Coleg): Dr Hefin Jones (Chair), Professor Siwan Davies, Professor Mererid Hopwood, Professor Eleri Pryse, Dr Prysor Williams
- Members (Institutional): Dr Gwenno Ffrancon, Dr Cerys Jones, Elen Mai Nefydd, Llŷr Roberts, Dr Paula Roberts, Daniel Tiplady, Dr Catrin Haf Williams
- Members (Student): Megan Colbourne, Tomos Ifan, Lleucu Myrddin, Emyr Owen, Sara Patterson
- Members (Further Education): Carys Swain
- Officers: Dr Ioan Matthews (Chief Executive), Dr Dylan Phillips (Senior Academic Manager), Dr Dafydd Trystan (Registrar), Mari Fflur, Rhian Jones, Gwenllian Owen (Academic Managers)
- Apologies: Nia Brown, Rebecca Bowen, Judith Davies, Dr Jonathan Morris, Dr Dylan Foster Evans, Dr Awen Iorwerth, Professor Elin Haf Gruffydd Jones, Delyth Murphy, Dr Euryyn Roberts, Dr Haydn Edwards, Elis Alsopp

Item	Main points of discussion	Action	Timescale
1. Welcome and opening remarks	1.1 The Chair welcomed everyone to the meeting, especially Elen Mai Nefydd, Glyndŵr University, and Gwenllian Owen, who were attending their first meeting. 1.2 The Chair welcomed student representatives from Bangor, Aberystwyth, Glyndŵr, Swansea and Cardiff Met universities. Mared Jones was thanked for arranging a training day for the students.		

	1.3 The Chair thanked Aberystwyth University for assisting with the arrangements for the meeting.		
2. Apologies and declarations of interest	2.1 Apologies were noted as above. 2.2 There were no declarations of interest to note.		
3. Minutes of the meeting held on 8 May 2019	3.1 It was noted that Professor Eleri Pryse had been present at the last meeting. The minutes of the previous meeting were received as an accurate and complete record.	Update the attendance list for 8 May 2019.	Immediately
4. The Academic Board's Terms of Reference	4.1 It was reported that the Academic Board's terms of reference had already been approved by the Board of Directors. 4.2 Members noted one significant change, in the way that student representatives are appointed to ensure a representative from each institution. 4.3 The terms of reference were accepted by the Academic Board. 4.4 In response to a member's question, it was noted that a Post-16 Strategic Board was being established within the Coleg that would have the same status as the Academic Board.		
5. Chief Executive's Update	5.1 The Chief Executive noted that the external context was currently challenging. 5.2 He reported that the Coleg's new Strategic Plan was out for consultation at the moment. 5.3 He noted that important developments were continuing, following the extension of the Coleg's responsibilities to the post-16 sector. A Further Education strategy was published outlining the Coleg's activities in partnership with other bodies. 5.4 Meri Huws was congratulated on being appointed as Chair of the new post-16 Board. The Post-16 Strategic Board will meet for the first time on 5 November 2019.		

	<p>5.5 It was noted that schools are not currently part of the Coleg's remit. At present, the Coleg's work is mainly involved in vocational qualifications. Some funding has been distributed to schools in relation to the work of promoting Welsh as a subject.</p> <p>5.6 It was noted that the Coleg's budget in relation to the Higher Education sector had remained relatively stable since the publication of the Diamond Report. The Coleg is in discussions with the Welsh Government in order to ensure sufficient resources across sectors.</p> <p>5.7 It was reported that planning meetings with the universities are currently taking place. Every meeting will have been held by the end of the month. It was noted that a number of new areas had been mentioned and that discussions are ongoing.</p> <p>5.8 It was noted that the Chief Executive had met with two new Vice-Chancellors at Bangor and Swansea.</p> <p>5.9 Dr Dylan Phillips gave a verbal presentation on the Coleg's research scholarships. A number of research scholarships had been awarded this year, and 13 of the scholarship-holders have begun their studies. The invitation for the next round of scholarships has been sent, with the end of January 2020 set as the deadline.</p> <p>5.10 It was noted that the Coleg's website needed to be updated to reflect the range of scholarships awarded historically.</p>		
<p>6. The Coleg's Strategic Plan</p>	<p>6.1 The context of the document was given. The intention is to have a high-level plan that will remain current for a number of years.</p> <p>6.2 It was noted that members of the Coleg's Board had had a full day of discussions on the Strategic Plan, and that the fruits of those discussions were reflected in the document.</p> <p>6.3 Responses were invited from universities, organisations and any individuals wishing to respond. The questions included in</p>	<p>Universities to respond to the consultation.</p>	<p>By 4 November 2019</p>

	<p>the consultation document were outlined and the deadline for responses was noted as 4 November.</p> <p>6.4 When the responses have been considered, the Board of Directors will agree a final version of the plan, and a launch event will be held in the Senedd on 5 February 2020.</p> <p>6.5 Members commended the document. It was suggested that more emphasis should be placed on elements such as the document's sustainability.</p> <p>6.6 It was noted that a section on measuring success would be included in the final plan, and the Academic Board would receive regular progress reports.</p>		
<p>7. Student matters</p> <p>Discussion paper: The lack of Welsh language modules in our universities and the definition of a Welsh language module</p>	<p>7.1. The paper was presented by Megan Colbourne and Tomos Ifan.</p> <p>7.2. In response, it was noted that students have the right in all situations to submit work through the medium of Welsh, and that this is true for all modules at all universities. An element of the formal teaching needs to be Welsh-medium for a module to count as a Welsh-medium module. Noting that a module (like the module 'B' example given in the paper) is a Welsh-medium module would be contrary to HEFCW's funding guidelines. The Coleg would draw the attention of the Funding Council to any such case of inaccurate recording.</p> <p>7.3. It was noted that a guideline on defining a Welsh-medium module had already been published by HEFCW.</p> <p>7.4. In terms of assessing work, it was noted that the QAA's new guidelines note that work should be marked by a Welsh speaker, and that work should not be translated for assessment except in exceptional circumstances. It was noted that non-Welsh speaking staff within departments do not always carry out – and are not always aware of – the</p>		

	<p>rights of Welsh speakers.</p> <p>7.5. GFF noted that the Welsh Language Commissioner had informed Swansea University that the description and titles of every module should be available in Welsh and that this could give students a false impression.</p> <p>7.6. It was agreed that the Coleg's officers would draw up a multipath structure that will enable students to raise concerns about Welsh-medium provision, with the institution in the first instance and with the Coleg if the problem is not resolved. Coleg officers will also discuss the specific examples raised in the paper with the student representatives.</p> <p>7.7. It was agreed to ask HEFCW to publish a new circular reviewing the guidelines that define a Welsh-medium module.</p> <p>7.8. It was agreed to set a condition, when providing subject grants, that the course handbook notes clearly which elements within a module are Welsh-medium.</p> <p>7.9. It was also agreed that the Coleg would send each university a letter noting that the discussion had taken place and asking for confirmation that each university is operating in line with the QAA's guidelines.</p> <p>7.10. The student representatives were thanked for their paper.</p>	<p>Draw up a structure</p> <p>Contact HEFCW</p> <p>Set conditions when providing subject grants</p> <p>Write to universities</p>	<p>October 2019</p> <p>October 2019</p> <p>October 2019</p> <p>October 2019</p>
<p>8. Presentation on data</p>	<p>8.1. The Registrar gave a data presentation on the students studying through the medium of Welsh.</p> <p>8.2. In 2017/18, there had been a drop in the number of applications from Welsh students to Welsh universities, but the number who received a place at a Welsh university did not change.</p> <p>8.3. It was noted that the wider context and the number of applications to universities was having an increase, but</p>		

	<p>there was an increase in the number of full-time undergraduates studying 40cr in Welsh since the Coleg was established. There are many more women than men studying through the medium of Welsh. 'New' subjects are seeing a clear increase, and Health Sciences are extremely popular. The student market is changing, and we must be very awake to those changes.</p> <p>8.4. In the discussion, members noted:</p> <ul style="list-style-type: none"> - That there are some opportunities to offer 5cr to a large number of students, although the Coleg is focusing its efforts on 40cr - The importance of developing close links between departments and teachers - That the distinction between percentages and numbers should be borne in mind when discussing data - The implications of the Seren network <p>8.5. It was agreed that the Coleg would distribute an analysis of the subject patterns across Britain, for information.</p>	Distribute analysis	January 2020
9. Initial Teacher Education	<p>9.1. RhJ presented a paper. She noted that discussions with the Government were ongoing, but things were more positive than they were a year ago. The Coleg has a role moderating the language portfolios of prospective students.</p> <p>9.2. Following a discussion, members noted:</p> <ul style="list-style-type: none"> - That the pool of Welsh-medium prospective students was too small to meet the needs of the new local authority Welsh in education plans. - That the Government has established a group to look at the profession more generally and that DT would attend the first meeting. - That the Government needs to give more robust 		

	<p>advice to the Education Workforce Council about the training of teachers who can teach through the medium of Welsh.</p> <p>9.3. RhJ noted that recruitment is not a direct part of the Coleg's remit.</p> <p>9.4. The Welsh Government has convened a group of practitioners to create the new framework. They would meet on Friday (18 October) to discuss the contents of the portfolio for moderation this year as well as other matters.</p>		
<p>10. Subject Planning:</p> <ul style="list-style-type: none"> ▪ Plan for Welsh as a Subject ▪ Review of Subject Plans 	<p>10.1. Plan for Welsh as a Subject: it was noted that a stakeholder group had been meeting for 18 months to address the drop in the numbers studying Welsh for A Level. The group had drawn up an action plan. The subject plan for Welsh reflects and supports this action plan. A number of exciting initiatives are now underway, e.g. a collaborative mentoring scheme led by Cardiff University with additional funding for schools to support provision and enrich student experiences.</p> <p>10.2. It was noted that the main challenge in the subject plan is student numbers.</p> <p>10.3. Following a discussion, members noted:</p> <ul style="list-style-type: none"> - That there was a significant leap in the numbers target from 2018/19 to 2019/20 but hardly any increase in the following year. It was noted that the reason for this, largely, was that no institution had provided the details. Numbers would need to be included in the final version. - That the use of 'second language' should be avoided where possible, while recognising that this is currently the title of the qualifications. - That there are plans to change the qualifications for 	<p>Adapt the subject plan</p>	<p>January 2020</p>

	<p>GCSE Welsh (first and second language) into a qualification based on the linguistic continuum, but these changes would not come into force until 2025.</p> <p>10.4. It was agreed to make these changes prior to publication.</p> <p>10.5. Review of subject plans: it was noted that the Board had already agreed a review process. During this year, the Coleg would scrutinise the achievement of each department included in the subject plans from the perspective of three-year targets. The information would be gathered early in the second semester. It is intended to bring a report to the summer meeting of the Academic Board with a traffic light system to highlight the situation of each subject plan.</p> <p>10.6. Alongside target monitoring, other aspects of the plans, e.g. resources, would also be assessed.</p>		
<p>11. Associate Lecturers</p>	<p>11.1. It was noted that over 300 lecturers had registered with the scheme.</p> <p>11.2. There were 83 attendees at the Associate Lecturers' award evening, and 95 at the conference.</p> <p>11.3. The awards and the conference received 100% positive feedback. However, it is intended to implement some recommendations.</p> <p>11.4. Applications for the 2020 awards will be invited in the new year, with the deadline at the end of February. There will be an additional award for the post-16 sector. The awards evening will be held on 24 June and the conference on 25 June, in Cardiff.</p> <p>11.5. It was noted that the Coleg would consider ways of extending membership to the post-16 sector and lecturers based outside Wales this year. It was noted that this would require a change to the terms of reference, since most lecturers based over the border would not be teaching through the medium of Welsh.</p>	<p>GO to</p> <p>i) Consider extending the membership and adapt the terms of</p> <p>ii)</p>	<p>Before contacting the lecturers in question</p>

		reference	
<p>12. Research and Publication Committee</p> <ul style="list-style-type: none"> To note the draft minutes of the Research and Publication Committee meeting of 9 May 2019 	<p>12.1. The minutes of meeting of the Research and Publication Committee were presented for information.</p> <p>12.2. It was noted that the Terms of Reference would be presented at the next meeting of the Academic Board.</p> <p>12.3. The Linguistics E-book was not launched at the National Eisteddfod, for valid reasons. The Periodic Table App was launched; everyone was encouraged to download it. It is suitable for GCSE and A Level pupils and learners, as well as students, and is also of wider interest. Promotion work is underway.</p> <p>12.4. Gwerddon: the next issue would be published at the end of the month and would include a range of subjects.</p> <p>12.5. Members were reminded that Gwerddon articles are eligible for the REF, and everyone was encouraged to spread the word among their colleagues. Nevertheless, it is not possible to immediately include every article received. Articles have been identified for the spring 2020 issue, but articles will be needed for the autumn 2020 issue.</p> <p>12.6. There are vacancies on the Editorial Board, and a need to ensure the widest possible cross-section. It may not be possible to accept every name received for that reason, but vacancies arise each year, so opportunities do come up across the subjects. The need for early-career academics on the Editorial Board was emphasised.</p> <p>12.7. It was noted that the role of research champions in the institutions is to inspire and gather information. The Chair of the Committee has created and distributed guidelines.</p> <p>12.8. Consultation: a response was sent to the HEFCW consultation, which did not contain any references to Welsh-medium research. The Coleg has raised this with HEFCW.</p>	<p>Members to promote opportunities to submit articles to Gwerddon.</p> <p>Members to identify potential nominations for the Editorial Board.</p>	<p>Ongoing</p> <p>Ongoing</p>

<p>13. Widening Access and Participation</p> <ul style="list-style-type: none"> ▪ To receive a progress report on the action plan 	<p>13.1. It was noted that the officer responsible for Widening Access is Adam Jones (AJ). He was not able to attend the Academic Board due to another meeting.</p> <p>13.2. Students were asked to consider matters relating to Widening Access.</p> <p>13.3. It was noted that there had been a good response to the Widening Access fund. The Coleg would be considering the applications soon.</p>	<p>AJ to lead a Widening Access discussion at the next meeting.</p> <p>Student representatives to raise specific matters at the next meeting.</p>	<p>January 2020</p> <p>January 2020</p>
<p>14. Branch Matters</p>	<p>14.1. The Cardiff Branch raised two matters. It was noted that some of the discussion had already taken place under item 7.</p> <p>14.2. Definition of a Welsh-medium module: it was noted that there was a risk of confusing between two different matters, namely (i) the right to submit work through the medium of Welsh in every situation and (ii) how the number of credits available through the medium of Welsh are counted.</p> <p>14.3. DT noted that there are various ways of reaching 40cr of Welsh-medium provision (for example). He cross-references with HESA data and usually sees a consistent picture.</p> <p>14.4. Welsh-medium assessment: it was noted that there are guidelines for Welsh-medium assessment, but confirmation is needed from the institutions that they are complying with the guidelines. There should be no reason for not being able to mark Welsh-medium scripts. It is a matter of planning in line with QAA processes.</p> <p>14.5. It was confirmed that the QAA's guidelines note the need to give advance notice about submitting work in Welsh, but the Welsh Language Commissioner was not happy with this.</p> <p>14.6. It was agreed to include this matter as an agenda item at</p>	<p>Coleg to include on</p>	<p>January</p>

	the next meeting of the Academic Board since there is more to discuss.	the agenda of the next meeting.	2020
15. Matters arising from the minutes not already dealt with	<p>15.1. (8.6) Students based outside Wales: GO will formalise the link with networks, building on the work undertaken by the Dean. The Coleg will note clearly what the 'offer' is e.g. information about postgraduate opportunities, invitation to collaborative activities.</p> <p>15.2. (14.1) Aberystwyth Branch Letter: Due to changes at the University, the content of the letter had not yet been finally agreed.</p>	<p>GO to report on progress at the next Board meeting.</p> <p>CJ to send to the Coleg.</p>	<p>January 2020</p> <p>When agreed</p>
16. Any other business	16.1. There was no other business.		
17. Dates and locations of next meetings	<p>17.1. It was proposed that the next meeting should be held on 29 January at Swansea University (rather than 5 February).</p> <p>17.2. The summer term meeting will be held on 20 May 2020 at Bangor University.</p>	Coleg to confirm	As soon as possible