

**Coleg Cymraeg Cenedlaethol Academic Board**  
**Wednesday, 7 February 2018**  
**Council Chamber, Swansea University**

**Present:**

Members (Coleg): Dr Hefin Jones (Chair and Dean), Professor Mererid Hopwood, Professor Elin Haf Gruffydd Jones, Professor Emeritus Densil Morgan, Delyth Murphy, Yr Athro Gwynedd Parry

Members (Institutions): Dr Gwenno Ffrancon, Dr Gwawr Jones, Sioned Roberts, Dr Elin Royles, Daniel Tiplady, Sara Whittam

Members (Students): Laura Beth Davies, Gwenllian Jones, Siôn Lewis, Lois Nash, Mirain Roberts, Tomos Watson

Members (ColegauCymru): Llinos Roberts, Carys Swain

Officers: Dr Ioan Matthews (Chief Executive), Dr Dylan Phillips (Senior Academic Manager), Dr Dafydd Trystan (Registrar), Dr Lowri Morgans (Academic Planning Projects Manager), Nia Brown (Development Officer: Secretariat)

Apologies: Professor Siwan Davies, Dr Dylan Foster Evans, Professor Carwyn Jones, Professor Lisa Lewis, Professor Eleri Pryse, Llŷr Roberts, Professor Enlli Thomas, Dr Catrin Haf Williams, Dr Prysor Williams, Dylan Davies, Steffan Nicholas

| Item   | Main points of discussion  | Action | Timescale |
|--|--|--------|-----------|
| <p><b>1. Welcome and Opening Remarks</b></p> | <p>1.1. Members were welcomed formally to the meeting by the Dean, including Dr Gwawr Jones on behalf of Professor Lisa Lewis.</p> <p>1.2. The following student representatives for the 2017/18 academic year were welcomed to their first meeting:<br/> <b>Representatives for south-east universities</b> – Gwenllian Jones, Cardiff University and Siôn Lewis, Cardiff Metropolitan University<br/> <b>Representative for south-west universities</b> – Tomos Watson, Swansea University<br/> <b>Representative for north-west universities</b> – Lois Nash, Aberystwyth University<br/> <b>NUS Wales Officer</b> – Mirain Roberts</p> |        |           |

|  |  |   |  |
|--|--|---|--|
| <b>2. Apologies and declarations of interest</b>         | 2.1. Apologies were noted as above.<br>2.2. There were no declarations of interest to note.  |   |  |
| <b>3. Minutes of the meeting held on 18 October 2017</b> | 3.1. The minutes of the previous meeting were accepted as an accurate record.  |   |  |
| <b>4. Terms of Reference (Item 4)</b>                    | 4.1. The Chief Executive presented the Academic Board with revised terms of reference. It was reported that a review of the Coleg's Governance had taken place, in light of the recommendations of the Task and Finish Group report. The changes will come into force on 7 March 2018, subject to the Court's approval. As part of the new structure, the terms of reference of all committees were reviewed. In future, they will be reviewed or updated annually, if necessary, during the Autumn Term. Following the extension of the Coleg's responsibilities, the Academic Board will continue to focus on higher education.<br>4.2. A full discussion was held on the objectives of the terms of reference, and a number of recommendations were noted for incorporation in the text.<br>4.3. During the discussion, a question was raised about cascading information between the Board of Directors, the Academic Board and institutions. It was agreed that the branches have a responsibility to ensure that reports about Academic Board meetings are cascaded formally. In order to ensure that information is shared, it was recommended that the minutes of the Board of Directors should be shared with the Academic Board. | Review the terms of reference annually<br><br>IM to amend and present to the Board of Directors<br><br>Board of Directors minutes to be shared with the Academic Board, for information | Autumn Term<br><br>8 March 2018<br><br>Summer 2018 |
| <b>5. Chief Executive's update</b>                       | 5.1. The Chief Executive gave a general update on developments. It was reported that the recommendations of the Task and Finish Group's report on the Coleg's activities had been approved by the Welsh Government.<br>5.2. It was reported that the Coleg was developing a new Marketing and Communications Strategy in light of the Welsh  |   |  |

|  |  |                              |               |
|--|--|------------------------------|---------------|
|  | <p>Government's Welsh Language Strategy and the recommendations of the Task and Finish Group.</p> <p>5.3. It was noted that a Further Education Planning Group had been established jointly between the Coleg and the Welsh Government to prepare proposals for developing Welsh-medium provision in the post-16 sector. The first meeting was held on 26 January 2018. The proposals will be presented to the Welsh Government during the autumn 2018.</p> <p>5.4. It was also reported that Dr Gwennan Schiavone had left the Coleg, following her appointment to a new role. The Board noted her considerable contribution over the years, and wished her all the best in her new challenge.</p> <p>5.5. In response to a question about data, the annual timeline for receiving the formal data was noted. It was agreed to include a presentation on current statistics and data on the Board's agenda each year.</p> | Annual standing item on data | Annually      |
| <b>6. Associate lecturers (Item 6)</b>       | <p>6.1. Dr Lowri Morgans gave a presentation on the proposal to develop the concept of the Coleg's Associate Lecturers in order to maintain and develop the concept of an academic community developed primarily through the Coleg's Staffing Scheme.</p> <p>6.2. The working title was discussed, as well as the possibility of adopting other options. Members were asked to propose ideas.</p> <p>6.3. Members held an initial discussion on the concept and were encouraged to respond to the consultation by the deadline of 30 March 2018.</p>   | Responses to the Coleg       | 30 March 2018 |
| <b>7. Scholarships (Item 7)</b>              | <p>7.1. The Registrar presented the consultation paper on reviewing arrangements for the Coleg's Scholarship schemes.</p> <p>7.2. Members were encouraged to respond to the consultation by the deadline of 1 March 2018.</p>  | Responses to the Coleg       | 1 March 2018  |
| <b>8. Presentation by Swansea University</b> | <p>8.1. Dr Gwenno Ffrancon and Tomos Watson gave a presentation on the Swansea University Branch student forum.</p>  |                              |               |

|  |   |   |               |
|--|---|---|---------------|
|  | <p>8.2. They were thanked for their presentation that demonstrated the emphasis on the student voice and the role of the branch as a facilitator for students.</p> <p>8.3. Members noted their concern that not every university had a full-time Welsh language student officer.</p>  | Dean to present to the Board of Directors               | June 2018     |
| <b>9. Subject plans (Item 8)</b>                       | <p>9.1. The Registrar presented the following subject plans:</p> <ul style="list-style-type: none"> <li>• Mathematics and Physics</li> <li>• Law</li> <li>• Police Sciences and Criminology</li> <li>• Art and Design</li> <li>• Medicine</li> </ul> <p>9.2. Following a full discussion, the plans were approved with minor amendments to the first three plans. It was agreed to convey any additional information to LM.</p> <p>9.3. Members noted the importance of providing information for the plans in good time in order to ensure up-to-date plans that would be ready for any future review of the Coleg's activities.</p> <p>9.4. The definition of a Welsh-medium module was discussed, as well as the perception that there is variation between disciplines. Members noted that consistency is needed in terms of the student experience and what is defined as a 'Welsh-medium module', and that clear guidance would be welcomed. Officers confirmed that priority would be given to considering this matter.</p> <p>9.5. The importance of tracking students who choose to study outside Wales was noted.</p> | LM to amend the plans in light of e-mail correspondence | February 2018 |
| <b>10. Widening access and participation (Item 10)</b> | <p>10.1. Delyth Murphy gave a presentation on a potential project involving Young Carers.</p> <p>10.2. It was noted that Adam Jones was preparing the Coleg's Strategy for discussion at the next Academic Board. Members were encouraged to contact Adam with any suggestions.</p>   | Widening Access Strategy                                | 2 May 2018    |
| <b>11. Student matters (Item 9)</b>                    | <p>11.1. Gwenllian Jones presented the students' discussion paper on Welsh-medium resources.</p>  |   |               |

|   |  |   |  |
|---|--|---|--|
|   | <p>11.2. A number of questions were raised, and following a discussion, it was agreed to operate as follows via the branches and the subject plans:</p> <ul style="list-style-type: none"> <li>• raise awareness of the availability of Welsh-medium resources</li> <li>• raise awareness of the need for more support for students with dyslexia</li> <li>• develop further resources</li> </ul> <p>11.3. It was agreed to provide an update at the Academic Board's meeting on 2 May 2018.</p> | Update on Welsh language resources for students | 2 May 2018                             |
| <b>12. Academic Collaboration Committee (Item 11)</b> | <p>12.1. The minutes of the Academic Collaboration Committee meeting, held on 8 November 2017, were noted for information.</p> <p>12.2. The Chief Executive gave a verbal report on the 24 January 2018 meeting. He reported that an agreement was adopted, based on Aberystwyth University's template, for use by the universities.</p>   |   |  |
| <b>13. Research and Publication (Item 12)</b>         | <p>13.1. The draft minutes of the Research and Publication Group, held on 15 November 2017, were noted for information.</p> <p>13.2. It was reported that a number of branches were receiving regular reports on research.</p> <p>13.3. As a sub-committee of the Academic Board, the committee was asked:</p> <ul style="list-style-type: none"> <li>• to review its terms of reference and membership</li> <li>• for a forecast report on Welsh-medium publishing.</li> </ul>                  | Review of terms of reference Report             | Summer 2018<br>By the Autumn Term 2018 |
| <b>14. Matters arising</b>                            | <p>14.1. <u>Item 7.3: Data and promotional materials.</u> It was reported that Welsh-medium student employability data had been included in marketing promotional materials.</p> <p>14.2. <u>Item 10: Student representative to attend Branch Officer meeting to discuss awareness of the work of Coleg branches.</u> Laura Beth Davies attended on behalf of the students, and there were opportunities to discuss individual cases.</p>  |   |  |

|  |  |  |  |
|--|--|--|--|
|  | <p>14.3. <u>Item 11.5: Assessment and examination practices</u>. The Dean gave an update on branch officer responses to university guidelines on assessing through the medium of Welsh. It was reported that four branches had responded, and responses are expected from the others before the Chief Executive and the Dean meet with the QAA on 28 February 2018.</p> <p>14.4. <u>Item 12.3: Eilir Hedd Morgan Award</u>. It was reported that the Coleg had received the highest number of nominations yet for the award this year.</p>   |  |  |
| <p><b>15. Any Other Business</b></p>       | <p>15.1. This was Professor Emeritus Densil Morgan's last meeting. He was thanked for his contribution to the Academic Board. The Board noted that he would continue to be associated with the Coleg's work.</p> <p>15.2. It was noted that Gwerfyl Roberts had retired from her post at Bangor University and from the Academic Board. Tribute was paid to her substantial work in health, and nursing specifically, over several decades.</p> <p>15.3. It was noted that the Court meeting would be held at the National Library in Aberystwyth on 7 March. Professor Eleri Pryse would be the Coleg's staff representative, and Lois Nash would be the Coleg's student representative. The Annual Congregation would be held on the same night, at the Morlan in Aberystwyth.</p> |  |  |
| <p><b>16. Date of the next meeting</b></p> | <p>16.1. The following date was noted:</p> <ul style="list-style-type: none"> <li>• 2 May 2018, Cardiff Metropolitan University</li> </ul> <p>16.2. Swansea University were thanked for the welcome and for hosting the meeting.</p>   |  |  |