

**Coleg Cymraeg Cenedlaethol Academic Board**  
**Wednesday, 10 October 2018**  
**ATRIUM, University of South Wales, Cardiff**

**Present:**

- Members (Coleg): Dr Hefin Jones (Chair and Dean), Professor Siwan Davies, Dr Dylan Foster Evans, Professor Mererid Hopwood, Awen Iorwerth, Dr Euryrn Roberts, Llŷr Roberts
- Members (Institutions): Dr Gwenno Ffrancon, Dr Gwawr Jones, Lynwen Roberts, Sioned Roberts, Dr Elin Royles, Daniel Tiplady, Sara Whittam
- Members (Students): Cerys Griffiths, Anna Jones, Cathrin Jones, Rebecca Martin, Gethin Morgan
- Members (FE): Carys Swain
- Officers: Dr Ioan Matthews (Chief Executive), Dr Dylan Phillips (Senior Academic Manager), Dr Dafydd Trystan (Registrar), Mari Fflur (Academic Manager) Dr Lowri Morgans (Academic Manager), Nia Brown (Development Officer: Secretariat)
- Apologies: Professor Elin Haf Gruffydd Jones, Professor Lisa Lewis, Delyth Murphy, Bryn Hughes Parry, Professor Eleri Pryse, Dr Catrin Haf Williams, Dr Prysor Williams, Llion Carbis, William Chidley, Rhian Davies

Item	Main points of discussion	Action	Timescale
<b>1. Welcome and Opening Remarks</b>	1.1. Members were welcomed formally to the meeting by the Dean. 1.2. Dr Euryrn Roberts was welcomed to his first meeting. 1.3. Dr Gwawr Jones was welcomed on behalf of Professor Lisa Lewis, as was Lynwen Roberts on behalf of Dr Catrin Haf Williams. Good wishes were sent to Dr Catrin Haf Williams. 1.4. A verbal report was received on student representation on the Academic Board for the 2018/19 academic year. It was noted that the following had been appointed:		

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	<p><b>South-east university representatives</b> – Llion Carbis, Cardiff University and Cathrin Jones, Cardiff Metropolitan University</p> <p><b>South-west university representatives</b> – Rebecca Martin, Swansea University and Cerys Griffiths, University of Wales Trinity Saint David</p> <p><b>North-west university representatives</b> – Anna Jones, Aberystwyth University and William Chidley, Bangor University</p> <p><b>Postgraduate representative</b> – Rhian Davies, University of Wales Trinity Saint David</p> <p><b>NUS Wales Officer</b> – Gethin Morgan</p> <p>1.5. Adam Jones, Employer and Student Development Officer, was thanked for arranging the student induction day on 14 September 2018.</p> <p>1.6. The Board's condolences were extended to Dr Dylan Phillips following the death of his father recently.</p> <p>1.7. Professor Siwan Davies was congratulated on her appointment as Head of the Geography Department at Swansea University.</p> <p>1.8. It was noted that Professor Enlli Thomas had stepped down as chair of Bangor University's Coleg Branch. A successor would be appointed following the next meeting of the Branch.</p> <p>1.9. It was further noted that Professor Carwyn Jones had resigned from the Academic Board. The Coleg would appoint a representative in his place in due course.</p> <p>1.10. They were both thanked for their service and contributions since the establishment of the Academic Board.</p>		
<p><b>2. Apologies and declarations of interest</b></p>	<p>2.1. Apologies were noted as above.</p> <p>2.2. There were no declarations of interest to note.</p>		

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<b>3. Minutes of the meeting held on 2 May 2018</b>	3.1. The minutes of the previous meeting were approved as an accurate record.		
<b>4. Terms of Reference (Item 4)</b>	<p>4.1. It was noted that the Academic Board's Terms of Reference had been revised last year in light of the review of the Coleg's governance.</p> <p>4.2. Following a discussion, it was agreed to refer to associate lecturers rather than academic staff, and to approve the terms of reference.</p> <p>4.3. Members were reminded that the Academic Board's vice-chair is Delyth Murphy.</p>	Amend terms of reference	October 2018
<b>5. Chief Executive's Update</b>	<p>5.1. The Chief Executive gave a general update on developments. It was reported that the Coleg had advertised for four new directors following the recent governance review.</p> <p>5.2. It was noted that there was nothing further to report on the timetable for establishing the new post-16 body in Wales (PCET).</p> <p>5.3. It was reported that the Coleg was preparing a new Strategic Plan this year.</p> <p>5.4. It was reported that the planning meetings with universities were continuing and that subject grant arrangements were fully operational.</p> <p>5.5. It was reported that a Scheme was being developed to promote Welsh as a subject and that an event had been held at the Eisteddfod with the Welsh Language Minister, Eluned Morgan. The Coleg is co-ordinating the Scheme with Welsh Government officials.</p> <p>5.6. Attention was drawn to a recently-published report, an evaluation of Welsh-medium provision in initial teacher training. A discussion was held on aspects of the report. It was noted that it did not include any reference to</p>		

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	<p>evidence submitted by the Coleg conveying the point of view adopted by the Board of Directors in June 2017.</p> <p>5.7. It was reported that a meeting had been arranged to formalise the relationship with Health Education and Improvement Wales (HEIW).</p> <p>5.8. The Registrar gave an update on extending the Coleg's responsibilities to further education. A strategic plan had been drawn up by July 2018 outlining the vision for the sector.</p> <p>5.9. The educational differences between higher education and further education were noted, as well as the importance of holistic planning.</p> <p>5.10. It was noted that work had begun on developing resources, but there were no assurances about the funding situation as of yet. A circular would be sent to the sector soon.</p> <p>5.11. It was noted that the Coleg intends to establish an equivalent body to the Academic Board for further education.</p>		
<b>6. Presentation on data</b>	<p>6.1. The Registrar gave a presentation on data looking at students who are studying through the medium of Welsh.</p> <p>6.2. It was reported that there was some media attention over the summer about a drop in the number of students studying through the medium of Welsh. This was largely as a result of reporting patterns at one university.</p> <p>6.3. The Board noted the analysis of patterns in UCAS application; students studying through the medium of Welsh; by subject; by 40 credits; and the recommendations to the Welsh Government.</p> <p>6.4. Following a discussion, the following was noted:</p> <ul style="list-style-type: none"> <li>• The importance of consistency in recording and gathering data across institutions</li> </ul>		

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	<ul style="list-style-type: none"> <li>• Meaningful long-term targets</li> <li>• Protecting high level provision</li> <li>• The implications of the Seren Network</li> <li>• Promoting opportunities for students who study outside Wales e.g. Doctoriaid Yfory/Tomorrow's Doctors' residential course</li> <li>• With pressures on budgets, the importance of data</li> </ul> <p>6.5. It was reported that the universities had already agreed targets for 2018/19 and 2019/20 and that HESA data for 2017/18 was to be published.</p> <p>6.6. The Chief Executive noted that the Coleg, at the Welsh Government's request, had submitted a report on data-related matters. The report includes more than twenty recommendations, and discussions are ongoing.</p>		
<p><b>7. Student matters (Item 7)</b></p>	<p>7.1. Rebecca Martin presented the students' discussion paper on outlining and defining procedures for submitting work in Welsh.</p> <p>7.2. Members welcomed and praised the paper. Following a discussion, the following was noted:</p> <ul style="list-style-type: none"> <li>• A consultation with the QAA already in progress regarding assessment guidelines in Welsh</li> <li>• To raise the matter of handbooks via the internal processes of universities and branches</li> <li>• The importance of the student voice</li> </ul> <p>7.3. It was agreed to share the students' paper with branches.</p> <p>7.4. It was agreed to report back on the QAA documentation in due course.</p>	<p>Next branch meeting to discuss the paper Update on QAA</p>	<p>Autumn Term 2018 QAA timeline</p>
<p><b>8. Presentation by the University of South Wales</b></p>	<p>8.1. Catrin Evans, University of South Wales Branch Officer, gave a presentation.</p> <p>8.2. She was thanked for the presentation, which</p>		



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	Gwerddon, had been appointed as an acting Pro-Vice-Chancellor at Aberystwyth University.		
<b>10. Subject plans (Item 8)</b>	<p>10.1. The following subject plans were presented:</p> <ul style="list-style-type: none"> <li>• Computing and Engineering</li> <li>• Philosophy</li> <li>• Politics</li> <li>• Social Science and Social Policy</li> <li>• Music</li> <li>• Health Professions</li> <li>• Psychology</li> </ul> <p>10.2. Following a full discussion, the plans were approved with minor amendments. It was agreed to transfer any additional information to LM.</p> <p>10.3. It was noted that the Coleg did not have resources to translate the plans at present, but the need to share them within higher education and further education institutions was noted.</p> <p>10.4. It was reported that the next plans to be presented would be Religious Studies and Theology; Welsh (to be co-ordinated with the Welsh Government's Strategy); and Education.</p>	LM to amend the plans following e-mail correspondence	
<b>11. Associate Lecturer Awards (Item 9)</b>	<p>11.1. A paper on awarding associate lecturers was presented by Dr Lowri Morgans.</p> <p>11.2. It was noted that the first award evening would be held on 25 June 2019 at Aberystwyth University. A conference will be held on 26 June 2019.</p> <p>11.3. The concept was accepted, and after a discussion, the importance of the following points was noted:</p> <ul style="list-style-type: none"> <li>• Awarding individuals in line with the Coleg's priorities</li> </ul>		

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	<ul style="list-style-type: none"> <li>• The student voice – nominations and award panel</li> <li>• An external member on the award panel</li> </ul>		
<b>12. Widening access and participation (Item 11)</b>	<p>12.1. The Widening Access and Participation Strategy Action Plan was received, for information.</p> <p>12.2. The intention to fund two projects in specific communities was noted.</p> <p>12.3. It was noted that a standing item at the autumn meeting would provide and update on the action plan.</p>	Standing item – update on the action plan	Annually in the Autumn Term
<b>13. Marketing and Communications (Item 11)</b>	<p>13.1. The Coleg's Marketing and Communication Strategy was received, as well as the Action Plan, for information.</p> <p>13.2. An invitation was extended to the Communications Manager to give a presentation on the strategy in future.</p> <p>13.3. The students noted their appreciation of the regular messages posted by the Coleg on Instagram and twitter. The work of the ambassadors was also praised.</p> <p>13.4. The value of targeting various disciplines with specific messages was noted.</p>	Presentation to the Academic Board	Summer 2019
<b>14. Academic Collaboration Committee (Item 13)</b>	<p>14.1. The minutes of the meeting of the Academic Collaboration Committee, held on 25 April 2018, were noted for information.</p> <p>14.2. It was reported that a review of the committee's terms of reference was planned.</p> <p>14.3. It was noted that Huw Morris, the committee's chair, was retiring. He was thanked for his work in chairing the committee since the beginning.</p>		
<b>15. Matters arising</b>	<p>15.1. Item 12.1: The minutes of the Board of Directors. It was noted for information that the minutes of the Board of Directors could be seen on the Coleg's website.</p>		

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<b>16. Any other business</b>	<p>16.1 Concern was raised about the case of a translator receiving a request to translate a student's essay.</p> <p>16.2 Members raised the concern of English-medium students that there is a lack of opportunities to learn Welsh. It was recommended that branch officers should be consulted in order to receive further information.</p>		
<b>17. Dates of the next meetings</b>	<p>17.1. The following dates were noted:</p> <ul style="list-style-type: none"> <li>• 6 February 2019, Glyndŵr University</li> <li>• 8 May 2019, Cardiff University</li> </ul> <p>17.2. The University of South Wales was thanked for the welcome and for hosting the meeting.</p>		