

**The Coleg Cymraeg Cenedlaethol Academic Board
Wednesday, 5 February 2014
Council Chamber, The Old College, Aberystwyth University**

Present:

Members (Coleg): Dr Hefin Jones (Chair and Dean), Professor Siwan Davies, Dr Dylan Foster Evans, Dr Carwyn Jones, Professor Elin Haf Gruffydd Jones, Professor Densil Morgan, Delyth Murphy, Dr Eleri Pryse

Members (Institution): Dr Gwenno Ffrancon, Dr Anwen Jones, Dr Lisa Lewis, Dr Gina Morgan, Dr Angharad Naylor, Andrew Parry, Dr Siân Wyn Siencyn

Members (Students): Jacob Ellis (Observer)

Members (Colleges Wales): Linda Wyn

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

Apologies: Julie Brake, Hollie Edwards, Greta Fflur Jâms, Gwilym Dyfri Jones, Huw Morris (ex-officio), Professor Gwynedd Parry, Siân Beynon Powell, Llinos Roberts, Gwerfyl Roberts, Dr Gwennan Schiavone, Carys Swain, Cara Llwyd Thomas, Professor Deri Tomos, Dr Enlli Thomas

Item	Main Discussion Points	Action Points	Timescale
<p>1. Welcome and Opening Remarks</p>	<p>1.1. Members were formally welcomed to the meeting by the Dean.</p> <p>1.2. Dr Gwenno Ffrancon was welcomed back following maternity leave, and Andrew Parry (on behalf of Julie Brake), Linda Wyn (higher education representative in further education institutions) and Jacob Ellis (NUSW Welsh Language Officer) were welcomed to their first meeting.</p> <p>1.3. Congratulations were extended to Professor Elin Haf Gruffydd Jones on receiving a Personal Chair.</p>		

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2. Apologies and declarations of interest	2.1. Apologies were noted as above. 2.2. Concern was expressed regarding the absence of the student representatives and it was agreed that the Dean should liaise with them stressing the importance of their input to the Academic Board. There was a discussion regarding assisting students and providing them with a mentor and it was noted that they had received training from the Coleg in the autumn. It was also noted that student elections for the 2014/15 academic year would be taking place shortly. 2.3. There were no declarations of interest.	Dean to liaise with the students	March 2014
3. Minutes of the meeting held on 16 October 2013	3.1. It was reported that items 3.3 and 9.8 of the minutes needed to be corrected. 3.2. Following the correction of these items it was agreed to accept the minutes.	Development Officer to amend the minutes	March 2014
4. Membership	4.1. An oral report was given on student representation on the Academic Board for the 2013/14 academic year. It was noted that the following had been nominated since the previous meeting: <ul style="list-style-type: none"> • South-west representative – Lewys Aron (Swansea University) • North and West representative – Elidyr Glyn (Bangor University) 4.2. It was reported that Linda Wyn from the Menai Llandrillo Group has been appointed to represent higher education in further education institutions. 4.3. Heledd Bebb (University of South Wales) and Dr Myfanwy Davies (Bangor University) were proposed and seconded as new members of the Academic Board until 2017. 4.4. It was reported that Dr Siân Wyn Siencyn and Jacob Ellis would represent the Coleg's Staff Membership and	Officers to extend invitations	March 2014

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	Student Membership at the meeting of the Court on 18 February 2014.		
5. Presentation by Aberystwyth University	<p>5.1. Dr Anwen Jones gave a presentation on 'Aberystwyth University and the Coleg Cymraeg Cenedlaethol'. She was thanked for her interesting contribution, which presented the community tradition at Aberystwyth and the status of the Branch at the institution. There was a short discussion and the need to discuss the structure of each branch within its institution was identified. The PowerPoint presentation is attached to the minutes.</p> <p>5.2. In light of the discussion it was recommended that the Board of Directors should be given a presentation from each branch at their meetings.</p>	<p>Discuss the structure of branches within the university</p> <p>Recommend to the Board of Directors that they be given a presentation from the institution hosting the meeting</p>	<p>March 2014</p> <p>19 February 2014</p>
6. Subject plans	<p>6.1. A summary was given of the update circulated with regard to the subject plans already submitted to the Academic Board. The Academic Board noted their understanding that there was some delay in completing the plans for Welsh, the Creative Industries and Education due to the absence of Dr Gwennan Schiavone. It was noted that the process after approving a plan would be to arrange translation and upload it to the Coleg website. It is the subject panels' responsibility to review the plans annually before resubmitting them to the Academic Board every three years.</p> <p>6.2. The Nursing and Social Work plans were presented and following discussion were accepted with the exception of minor amendments (Status Report 1).</p> <p>6.3. New plans were presented for Medicine and Health Studies and there was discussion regarding prioritisation and setting meaningful targets. Emphasis was placed on the need to address the importance of numbers in fields</p>	<p>Update the subject plans document for presentation at the next meeting</p> <p>After approving a plan, arrange translation and upload to website</p> <p>Subject panels to review the plans</p> <p>Resubmit the plan to the Academic Board</p>	<p>7 May 2014</p> <p>After the meeting</p> <p>Annually</p> <p>Every 3 years</p>

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	<p>where numbers are small and also job security after study. The plans were accepted in principle except for the need to check data in some areas (Status Report 2).</p> <p>6.4. Stemming from discussion it was agreed to ask the Coleg's Board of Directors to recommend to the individual universities that Welsh speaking students should be registered initially on Welsh medium courses and modules and should be included in Welsh medium seminar groups. There would be freedom then for students who did not wish to study through the medium of Welsh to change medium on arrival at university. It was agreed that the Dean would present this recommendation to the Board of Directors on 19 February 2014.</p>	Dean to recommend to the Board of Directors	19 February 2014
<p>7. Subject plan targets</p>	<p>7.1. The Registrar gave a presentation on the targets set for the higher education sector in terms of increasing the numbers of students studying through the medium of Welsh, for the period up to the 2015/16 academic year.</p> <p>7.2. It was noted that 4,440 students studied through the medium of Welsh in 2011/12 with the majority studying in the fields of Education, Languages (Welsh mainly), Nursing and the Creative Industries.</p> <p>7.3. Education is the field with nearly half the students in 2011/12, with 817 following an Education Studies course, 583 training to be teachers (ITT) and over a third – 826 – students on the Cynllun AUR scheme, which is a taster course for years 12 and 13 arranged by the University of Wales: Trinity St David. Numbers studying in the field of ITT are heavily influenced by policy decisions beyond the control of the Coleg. Likewise, the number of students registered on the Cynllun AUR scheme depends on decisions by the University of Wales: Trinity St David in terms of the future of the scheme.</p>		

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	<p>7.4. In the field of Welsh and Celtic Studies nearly all students study partly through the medium of Welsh. Approximately half are undergraduate part time students and are therefore a fluctuating 'market'. Consequently, it was noted that it was difficult to identify specific growth opportunities in Education and Welsh and that there could be a fall in numbers.</p> <p>7.5. It was explained that in order to attain the national target there is a need to ensure an increase of 1,000 students by 2015/16. Excluding the above areas, and considering the figures included in the subject plans, both agreed and in draft form, it was reported that current targets were 300 short of the total needed to achieve the Welsh Government target.</p> <p>7.6. In the discussion that followed the presentation, Board members were warned by officers that the targets, consequently, continue to be very challenging. It was reported that a similar presentation would be given to the Coleg's Board of Directors on 19 February 2014.</p> <p>7.7. The members noted a large number of specific points that would be considered by the officers.</p> <p>7.8. The Chief Executive stated that two thirds of the Coleg budget is set aside for the staffing scheme and lecturers. This is a significant investment. It was further noted that the officers meet with the institutions to discuss at a strategic level how to maintain the investment after five years.</p> <p>7.9. It was agreed to present an update on the situation at Academic Board meetings from thereon in.</p>	Registrar to resubmit targets	May 2014
8. Academic Collaboration Committee	8.1. An oral report was given by the Chief Executive on the Academic Collaboration Committee's meeting on 22 January 2014. It was reported that discussion continues		

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	<p>regarding collaborative provision funded by the Coleg and the need for the Coleg to have assurance that arrangements are consistent with the Quality Assurance Agency's requirements.</p> <p>8.2. An example of a possible framework agreement between institutions in relation to collaborative provision by Dr Natalie Roberts, Aberystwyth University, was presented for information. It is foreseen that there will be final agreement on these matters at the next Academic Collaboration Committee meeting on 30 April 2014.</p> <p>8.3. The minutes of the meeting on 2 October 2013 were noted for information.</p>	Present a framework agreement to the Academic Board	7 May 2014
9. Initial Teacher Training	<p>9.1. A copy was provided of the report on Initial Teacher Training presented by the Coleg to the Welsh Government through the Higher Education Funding Council for Wales.</p> <p>9.2. The Academic Board was invited to note the report and the Government's response.</p>		
10. Strategic Reviews	<p>10.1. Members were invited to note Dr Dylan Phillips' oral reports on the reviews as follows:</p> <p>10.2. <u>Translations Project and Digitisation Project</u>: It was reported that the reviews had taken place in line with the conditions of the grant after the first year of both projects, and that it was recommended that they be extended over a longer period.</p> <p>10.3. <u>Edward Llwyd Project</u>: It was reported that the Edward Llwyd Project would come to an end in its current form. It was recommended that a new project would be established and the current Project Officer post would be re-designated as 'Subject Officer for the Sciences'. The work of the Project Officer, Ffion Hughes, in the field was</p>		

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	<p>acknowledged.</p> <p>10.4 It was reported that the Coleg officers had addressed the recommendations and that a full record of the reviews was available.</p>		
<p>11. Academic Staffing Scheme and the Research Scholarships Programme</p>	<p>11.1. Dr Dylan Phillips gave an oral update on the Coleg's Academic Staffing Scheme and Research Scholarships Programme.</p> <p>11.2. <u>Staffing Scheme</u>: Staffing Scheme awards were allocated in December 2013. It was recommended to award 20 posts, which were approved by the Board of Directors. It was noted that the posts were in a wide range of subjects and fields including Nursing, Midwifery, Social Work, Psychology, Sport and Business. It was noted that the appointment process was planned in order to begin teaching in the autumn term 2014.</p> <p>11.3. <u>Research Scholarships</u>: It was reported that the closing date for applications for the Research Scholarships was in January 2014. 24 applications were received and the standard was commended. It will be recommended to the Board of Directors on 19 February 2014 to award 10 scholarships. It was noted that more individuals had applied this year than last year and that the number of awards without applicants has fallen.</p> <p>11.4. It was agreed that the officers would provide an update on the Academic Staffing Scheme and the Research Scholarships Scheme at the next Academic Board meeting.</p>	<p>Item for the next agenda</p>	<p>7 May 2014</p>
<p>12. Pilot projects: further education</p>	<p>12.1 An oral update was given by the Chief Executive on pilot projects funded by the Coleg in further education institutions in conjunction with Colleges Wales. It was reported that the Coleg funds five projects to raise</p>		

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	<p>awareness of higher education as follows:</p> <ul style="list-style-type: none"> • Llandrillo Menai and Cambria to meet • Sir Gâr – Business • Bridgend – Childcare and related fields • South-east group – Coleg lecturers to run a two day course <p>12.2 Stemming from discussion, it was recommended that the successful example of the foundation degree in Childcare at Bridgend College (through the University of Wales: Trinity St David) funded by the Coleg could be used for publicity.</p>	Suggest to the Communications Manager	March 2014
13. Wikipedia Coordinator	<p>13.1. The Dean presented an oral update from the Coleg's Information Services Manager on the Wicipedia Coordinator post.</p> <p>13.2. It was noted that, following the Academic Board's decision to consider ways of sharing the Coleg's materials on open platforms, e.g. Wicipedia, based on appropriate open licenses, terms were agreed between the Coleg and Wikimedia UK to co-fund a post for six months at the Coleg. The post of 'Wicipedia Coordinator' was advertised in January 2014, with the intention to hold interviews on 20 February 2014.</p> <p>13.3. The main function of the coordinator will be to assess the educational content of the Coleg and to advise how it can be shared on Wikimedia platforms. They will write a feasibility report on content created by the Coleg, or which belongs to the Coleg, e.g. academic papers, volumes, video clips, and categorise these in terms of their suitability to be shared based on the content and copyright status. They will also be responsible for reporting on findings and progress to the Coleg's Academic Board, Wikimedia UK and, if applicable, at</p>		

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	<p>academic conferences and/or to the press.</p> <p>13.4. The appointment was welcomed and a progress report would be welcomed in due course.</p>		
<p>14. Courses to widen Welsh medium access (BA/14/01/13)</p>	<p>14.1. Delyth Murphy presented a paper on strengthening Welsh medium widening access courses and she was thanked.</p> <p>14.2. There was discussion on the importance of the field and how best to operate, including distance learning, further education access courses and it was suggested that the Board of Directors should decide whether the Coleg could redirect resources.</p> <p>14.3. It was agreed that the Coleg, in consultation with Delyth Murphy, would establish a group or sub-committee to lead a review of what is already in place and to provide a progress report to the Academic Board.</p>	<p>Board of Directors to discuss</p> <p>DM and IM to discuss the next steps Agenda item for the next Academic Board</p>	<p>Summer 2014</p> <p>Spring 2014</p> <p>7 May 2014 and ongoing</p>
<p>15. Matters to be raised – Students</p>	<p>15.1. Jacob Ellis presented issues on behalf of students.</p> <p>15.2. A question was posed as to whether the Coleg had any views on the general issue of Welsh accommodation for students. The Chief Executive noted that the Coleg supported every initiative that promoted the student experience and that universities where branches were located should operate in accordance with the Coleg's principles. It was explained that there had been discussion at an extraordinary meeting of the Aberystwyth Branch on the future of Pantycelyn Hall.</p> <p>15.3. Reference was made to a comment in the press regarding Merthyr Tydfil County Borough Council's decision to introduce cuts to transport for students. It was noted that Ysgol Gyfun Rhydywaun had contacted the Coleg regarding the matter and that the Coleg had written to the Chief Education Officer in Merthyr stressing equal opportunity in access to Welsh medium education. There has been no response to date.</p>		

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16. Matters to be raised – Branches	16.1. Dr Gwenno Ffrancon referred to the significant cuts to the CILT Cymru budget and expressed general concern regarding the situation.		
17. Matters arising	17.1. <u>Item 3.3 Strategic Plan</u> The Chief Executive gave an update on the Strategic Plan. It was reported that a draft of the five year plan will be presented to the Board of Directors on 19 February 2014. A draft for consultation will be distributed to members of the Academic Board in March 2014.	Circulate the draft to members	March 2014
18. AOB	18.1. An oral report was given on the prizes awarded for the first time at the Congregation this year. <ul style="list-style-type: none"> • <u>Norah Isaac Award</u>: Presented to Cerith Jones from Cardiff University for the best result in the Welsh Language Skills Certificate. • <u>Eilir Hedd Morgan Memorial Award</u>: Presented to Dr Huw Morgan, Aberystwyth University. 18.2. It was noted that this year's Honorary Fellows are: <ul style="list-style-type: none"> • Dr Alison Allan, presented by Andrew Green, member of the Board of Directors • Cennard Davies, presented by Dr Siân Wyn Siencyn, member of the Academic Board • Professor Elan Closs Stephens, presented by Professor Elin Haf Gruffydd Jones, member of the Academic Board • Dr Cen Williams, presented by Professor Jerry Hunter, member of the Board of Directors. 		
19. Dates of the next meetings	19.1. The following dates were noted for the 2013/14 and 2014/15 academic years: <ul style="list-style-type: none"> • 7 May 2014, Cardiff University 		

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	<ul style="list-style-type: none"> • 15 October 2014, The University of South Wales • 4 February 2015, Carmarthen • 13 May 2015, Glyndŵr University 		