

**The Coleg Cymraeg Cenedlaethol Academic Board  
Wednesday, 7 May 2014  
Council Chamber, Main Building, Cardiff University**

**Present:**

- Members (Coleg): Dr Hefin Jones (Chair and Dean), Heledd Bebb, Dr Dylan Foster Evans, Dr Carwyn Jones, Delyth Murphy, Professor Gwynedd Parry (until 12.50), Dr Eleri Pryse, Gwerfyl Roberts (until 3.00), Professor Deri Tomos
- Members (Institution): Dr Gwenno Ffrancon, Dr Anwen Jones, Dr Lisa Lewis, Dr Gina Morgan, Dr Angharad Naylor
- Members (Students): Gwion Rhys Dafydd, Rhiannon Hincks, Aled Illtud, Matthew Rees, Cara Llwyd Thomas
- Members (Colegau Cymru): Llinos Roberts (until 3.00), Carys Swain, Linda Wyn (until 3.00)
- Officers: Dr Ioan Matthews (Chief Executive), Dr Dylan Phillips (Senior Academic Manager), Dr Dafydd Trystan (Board Secretary), Nia Brown (Development Officer)
- Apologies: Julie Brake, Myfanwy Davies, Professor Siwan Davies, Jacob Ellis, Gwenno Gibbard, Elidyr Glyn, Professor Elin Haf Gruffydd Jones, Gwilym Dyfri Jones, Gwyndaf Lewis, Professor Densil Morgan, Huw Morris (ex-officio), Siân Beynon Powell, Dr Gwennan Schiavone, Dr Siân Wyn Siencyn, Dr Enlli Thomas

Item	Main discussion points	Action Points	Timescale
<b>1. Welcome and Opening Remarks</b>	1.1. Members were formally welcomed to the meeting by the Dean. 1.2. Cardiff University were thanked for hosting the meeting, as was Eiliw Iwan for facilitating the practical details of the day. 1.3. Heledd Bebb (Coleg appointment), Gwion Rhys Dafydd, Rhiannon Hincks, Aled Illtud and Matthew Rees (student representatives 2014/15) were welcomed to their first meeting. 1.4. Dr Angharad Naylor was congratulated on completing a		

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	PCUTL teaching certificate qualification.		
<b>2. Apologies and declarations of interest</b>	2.1. Apologies were noted as above. 2.2. There were no declarations of interest.		
<b>3. Minutes of the meeting held on 5 February 2014</b>	3.1. It was agreed that the second sentence of minute 11.3 should be re-written. 3.2. Following this correction it was agreed to accept the minutes.	Development Officer to amend the minutes	May 2014
<b>4. Membership</b>	4.1. A verbal report was given about student representation on the Academic Board for the 2014/15 academic year. It was noted that the following were appointed: <b>Representatives of south-east universities</b> – Rhiannon Hincks, Cardiff University and Rhodri Organ, University of South Wales <b>Representatives of south-west universities</b> – Gwenno Gibbard and Gwyndaf Lewis – University of Wales Trinity Saint David <b>Representatives of north-west universities</b> – Gwion Rhys Dafydd and Aled Illtud – Aberystwyth University <b>Postgraduate representative</b> – Matthew Rees, Aberystwyth University 4.2. It was noted that this would be Cara Llwyd Thomas's last meeting as a student representative. She was thanked for her contribution. 4.3. It was proposed that the Terms of Reference should be amended to include NUS Wales' Welsh Language Officer as a full member of the Academic Board ex-officio, and this was accepted.	Amend the Terms of Reference	Immediately
<b>5. Subject plans</b>	5.1. An update was given on the subject plans that have already been presented to the Academic Board including	Update subject plan documents to be	15 October 2014

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	<p>number targets for 2015/16. It was noted that some subject areas without a definitive plan would now be addressed, with specific reference to some plans spanning more than one subject area.</p> <p>5.2. The Board received and noted a table stating the current status of a number of the plans that are yet to be confirmed by the Academic Board.</p> <p>5.3. Plans in Medicine and Social Work were presented, and, following a discussion, agreed in principle subject to minor editorial amendments (Status Report 2). Following a detailed discussion about numbers, structure and data, it was agreed that the Panel needed to further develop the Health Studies Plan before it is approved (Status Report 3).</p> <p>5.4. The Creative Industries Plan was presented, and following a discussion it was agreed that the plan should be completed and the data reconciled by the next meeting (Status Report 3). The new plans in Natural Sciences (Biosciences and Chemistry) and Psychology were presented. The plans were accepted in principle with some minor editorial amendments (Status Report 2).</p> <p>5.5. The Geography Plan was distributed, for information only, to note the changes to targets in light of the development of the Natural Sciences (Biosciences and Chemistry) plan.</p> <p>5.6. The Registrar gave a presentation on the process of updating the subject plans. A timetable was proposed whereby plans will be presented annually to the Subject Panel and reviewed every three years for presentation to the Academic Board.</p> <p>5.7. In order to review a subject plan, it was recommended that a specific meeting of the panel should be held, with a report on the plan's implementation, a review by an</p>	<p>presented at next meeting</p> <p>Amend plans</p>	<p>15 October 2014</p>

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	<p>Academic Board member and an external evaluator, in a short paper in three parts to include:</p> <ul style="list-style-type: none"> <li>a) Chair's Report / Officers' Report</li> <li>b) Board member evaluation</li> <li>c) Recommended changes / amendments to the Subject Plan</li> </ul> <p>and an update for circulation.</p> <p>5.8. Following a discussion and comments from members, it was decided that officers could decide on the final review plan to be presented at the next Academic Board.</p> <p>5.9. The Subject Panels and Coleg officers were thanked for their work in co-ordinating and facilitating the plans.</p> <p>5.10. It was noted that more multidisciplinary activities were being developed within institutions, and that a number of recent awards reflected this. It was agreed that consideration should be given to the way in which information about such developments could be incorporated within subject plans.</p>	Prepare final review plan	15 October 2014
<b>6. Academic Collaboration Committee</b>	<p>6.1. The Chief Executive gave a verbal report on a discussion at the Academic Collaboration Committee which met on 30 April 2014. It was reported that a process is in place to facilitate academic collaboration funded by the Coleg in the form of a framework agreement, and that the number of collaborative modules is increasing.</p> <p>6.2. The minutes of the 22 January 2014 meeting were noted, for information.</p>		
<b>7. Initial Teacher Training</b>	<p>7.1. The Education and Skills Minister's Remit Letter to the Higher Education Funding Council for Wales (HEFCW) was circulated.</p> <p>7.2. The Academic Board were invited to note the clauses in the letter (specifically 22 and 23) that confirm the Coleg's</p>		

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	<p>role in relation to Initial Teacher Training (ITT).</p> <p>7.3. The plans outlined in the letter in relation to ITT were welcomed, although members noted that the remit letter contained very few references to Welsh medium provision.</p>		
<b>8. Strategic Review</b>	8.1. A verbal report was given by Dr Dylan Phillips on the review of the 'Rhowch Gynnig Arni' project ['Give it a Go'].		
<b>9. Academic Staffing Scheme and the Research Scholarships Scheme</b>  <b>(BA/14/02/9iii)</b>	<p>9.1. A verbal update was given by Dr Dylan Phillips on the Coleg's Academic Staffing Scheme and Research Scholarships Scheme.</p> <p>9.2. <u>Research Scholarships</u>: It was reported that over 50 research scholarships had been awarded to date, with 10 awarded this year. An induction meeting will be held on 12 September 2014 in Carmarthen. It was suggested that the awards for 2015/16 would depend on the financial position.</p> <p>9.3. <u>Staffing Scheme</u>: 20 new post-holders will have been appointed by June 2014, bringing the total number of posts to 98 by autumn 2014. A verbal report was given by officers on their discussions with individual universities regarding the sustainability of posts funded through the Staffing Scheme.</p> <p>9.4. A progress report was given on the new procedure for awarding research scholarships, including a pattern of setting a condition in a number of cases that the thesis should be submitted in Welsh.</p> <p>9.5. Members received a copy of the Coleg's procedure for covering maternity and paternity leave. Following a short discussion, some minor amendments were proposed.</p>		
<b>10. Coleg Strategic Plan</b>	10.1. The Chief Executive gave an update on the latest draft,		

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	<p>which was circulated.</p> <p>10.2. Members' comments were noted for inclusion in the Strategic Plan. During the discussion there was reference to the recommendation to individual universities that Welsh-speaking students should be registered, in the first instance, on Welsh medium courses and modules. Students who did not wish to study in Welsh would then be free to change their language medium once they had arrived at university. The recommendation was approved by the Board of Directors on 19 February 2014. It was noted that the Coleg would distribute a circular shortly.</p> <p>10.3. Reference was made to the formal consultation, in which the sector and other bodies, including Academic Board members, would be given an opportunity to comment on the Strategic Plan by 10 June, to be submitted to the Board of Directors on 18 June 2014.</p>		
<b>11. Translation Studies</b>	<p>11.1. A verbal report was given by the Chief Executive on the Translation Studies strategic project. It was noted that institutions had agreed in principle to establish a collaborative consortium that would facilitate national provision responding to the translation industry and increasing the status of translation as a professional field of work. It was noted that Cymdeithas Cyfieithwyr Cymru [the Association of Welsh Translators and Interpreters], the Government's Translation Department and the Welsh Language Commissioner's Office were part of the discussions.</p>		
<b>12. Pilot projects: further education</b>	<p>12.1 The Chief Executive gave a verbal report on the five pilot projects funded by the Coleg in further education institutions in collaboration with Colegau Cymru.</p>		

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<b>13. Wicipedia Co-ordinator (BA/14/02/13)</b>	<p>13.1. A progress report was given on the work of the Wicipedia Co-ordinator since his appointment in March 2014.</p> <p>13.2. A question was asked about whether the Coleg's material would be easily identified on Wicipedia, and it was asked whether this could be noted in the feasibility study.</p>	Ask MH	15 October 2014
<b>14. Welsh medium widening access courses</b>	<p>14.1. It was noted that the sub-committee has not yet met, and it was confirmed that Delyth Murphy would be Chair. Linda Wyn and Owen Thomas, co-ordinator of the Part-Time Studies Scheme, would be members.</p> <p>14.2. Nominations were invited more widely from the Academic Board to ensure an appropriate representation from each institution.</p> <p>14.3. The Coleg will arrange for one of the Development Officers to co-ordinate a meeting over the network during the Summer Term.</p>	<p>Standing item</p> <p>Nominate members</p> <p>Need to appoint a Development Officer</p>	<p>15 October 2014</p> <p>30 June 2014</p> <p>Immediately</p>
<b>15. Presentation by Cardiff University</b>	<p>15.1. A presentation was given by Dr Angharad Naylor, on 'Cardiff Branch – creating opportunities'. She was thanked for her comprehensive presentation that showed the work of the Branch within the institution. The PowerPoint presentation is attached to the minutes.</p>		
<b>16. Matters to be raised – Students</b>	<p>16.1. Rhiannon Hincks asked a question on behalf of students about the Coleg's scholarships. It was noted that the Coleg ensures that it offers as many Incentive Scholarships as possible.</p> <p>16.2. Matthew Rees referred to the Coleg's Welsh-medium research training. The provision was praised.</p>		
<b>17. Matters to be raised – Branches</b>	<p>17.1 Dr Anwen Jones gave an update about the situation of Neuadd Pantycelyn, the Welsh language halls at Aberystwyth University. She referred to the work of the</p>		

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	<p>Branch assisting with the development of a proposal that would see the Branch and UMCA (the Welsh-language students' union) collaborating closely on a Business Plan on the use of Neuadd Pantycelyn in future as a Welsh Language and Culture Centre that would be a hub for the whole Welsh language community, including students, staff and the wider community.</p> <p>17.2 <u>Research and Publication Panel: branch research meetings.</u> It was recommended that branches arrange discussion sessions and joint seminars in order to develop a Welsh language intellectual culture in a number of areas.</p>		
<b>18. Matters arising</b>	<p>18.1. <u>Item 5.1 – Branch structures</u> It was noted that there are seven active branches, and that the Coleg does not set operating guidelines at present due to differences between branches.</p>		
<b>19. AOB</b>	<p>19.1. It was noted that the Development Officer would circulate a message in due course inviting Academic Board members to propose names to be honoured as Coleg Fellows in 2015. It was further noted that it was intended to establish a Group to discuss honours that would include the Chair of the Board of Directors, the Dean and a member of the Academic Board.</p> <p>19.2. It was noted that a full programme is being arranged for the 2014 National Eisteddfod, including a lecture by Professor Gerwyn Williams on the First World War.</p> <p>19.3. It was noted that Old Bell 3, in collaboration with Dateb Cyf, had been commissioned by the Higher Education Funding Council for Wales to undertake an evaluation of the Coleg's work to date. The field work is in progress, and a presentation will be given on preliminary findings on</p>	Development Officer	May 2014

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	<p>17 June 2014.</p> <p>19.4. The Dean thanked branches for the welcome extended during visits.</p>		
<b>20. Dates of next meetings</b>	<p>20.1. The following dates were noted for the 2014/15 academic year:</p> <ul style="list-style-type: none"> <li>• 15 October 2014, University of South Wales</li> <li>• 4 February 2015, Carmarthen</li> <li>• 13 May 2015, Glyndŵr University</li> </ul>		