

Coleg Cymraeg Cenedlaethol Board of Directors

Thursday, 15 September 2016

10.30 - 11.55

Coleg Offices, Cardiff and via the video network

Present:

Directors:

Andrew Green (Chair)
Fflur Elin, Director representing students
Professor Jacqui Hare, Higher Education Sector Director
Professor Jerry Hunter, Higher Education Sector Director
Geraint James, Independent Director
Gwilym Dyfri Jones, Higher Education Sector Director (network)
Dr Hefin Jones, Director representing academic staff / Coleg Dean
Dr Rhodri Llwyd Morgan, Higher Education Sector Director
Ieuan Wyn, Independent Director
Linda Wyn, Independent Director (Vice-Chair)

Observers:

Ifan James, Welsh Language Officer, National Union of Students Wales (UCMC)
Dr Cliona O'Neill, Higher Education Funding Council for Wales (HEFCW)

Officers:

Dr Ioan Matthews, Chief Executive
Catherine Rees, Secretary
Dr Dafydd Trystan, Registrar
Nia Brown, Development Officer

Apologies:

Dr Gwyn Lewis, Independent Director
Professor Iwan Davies, Higher Education Sector Director
Professor Hywel Thomas, Higher Education Sector Director

Item	Main points of discussion	Action	Timescale
1. Welcome and introductions	<p>1.1 Members were welcomed by the Chair, especially Fflur Elin to her first meeting as the Director representing students and Ifan James, Welsh Language Officer of NUS Wales, to his first meeting as observer.</p> <p>1.2 Apologies were received for inclusion in the minutes.</p>		
2. Declarations of interest	<p>2.1 Members were reminded of the procedure by which members are asked to specify on the attendance list any declarations of interest additional to those already noted in the Register of Interests.</p> <p>2.2 Andrew Green declared an interest in the item on the appointment of Chair and the recommendations on providing remuneration to the Chair.</p>		
3. Correspondence	<p>3.1 A letter from Alun Cairns, the Secretary of State for Wales, was taken on the table during the meeting.</p> <p>3.2 It was noted that the letter elaborated on a discussion regarding the Teaching Excellence Framework and Welsh-medium teaching.</p> <p>3.3 It was agreed to circulate the letter to the members not present in Cardiff.</p>	NB to post a copy	15 September 2016
4. Chair's Matters	<p>4.1 The Chair gave a verbal report. He noted that the original intention had been to hold a meeting with an overnight stay on 14 and 15 September in order to consider developments following the publication of the Diamond Review Report and any relevant</p>		

	<p>developments in terms of the Coleg's funding position. Since the Diamond Report will not be published until later this month, and since funding discussions are ongoing, it had been decided that it was not the right time to hold a lengthy meeting.</p> <p>4.2 The Chief Executive noted that the Cabinet Secretary for Education had made an announcement during the Eisteddfod regarding the establishment of a Group to review the Coleg's responsibilities. However, the group's membership has not been confirmed, and full details about the timeline and the process have not yet been provided.</p>		
<p>5. Appointments Committee (Items 5a/5b/5c)</p>	<p><i>At this point, Meirion Prys Jones, Chair of the Appointments Committee, joined the meeting.</i></p> <p>5.1 While noting that Andrew Green had declared an interest in this matter, the Directors agreed that he should stay for this part of the meeting since he would not be applying for a further term, and his contribution in light of his personal experience as Chair would be useful for the discussion.</p> <p>5.2 Meirion Prys Jones, Chair of the Appointments Committee, presented recommendations on appointing a new Chair and recommendations on offering remuneration to the Chair. He was thanked for his presentation.</p> <p>5.3 A discussion was held on the recommendations on appointing a Chair, and the job description document was approved with minor amendments. It was agreed that the Secretary would circulate the revised document.</p> <p>5.4. The recommendation of providing remuneration to the Chair was discussed, and it was agreed to pay an honorarium of up to £7,500. There were seven votes in favour, one against, and one abstention.</p>	<p>CR to amend the job description and circulate to Board of Directors</p>	<p>September 2016</p>

	5.5 The minutes of the Appointments Committee meeting held on 18 July 2016 were received.		
6. Staffing Matters	<p>6.1 The Secretary gave an update on staffing matters. It was reported that Rhys Williams, Systems and Technology Manager, and Suzanne Lewis, Senior Administrative Officer, had started working for the Coleg. It had been decided not to appoint following the departure of the Head Language Tutor due to changes in light of the arrangements for the accreditation of the Welsh Language Skills Certificate with WJEC.</p> <p>6.2 In response to concern expressed by Board members regarding work pressure on staff, it was noted that the Staffing Committee, at its meeting in June 2016, had decided not to continue its freeze on vacancies.</p>		
7. Language Competency Certificate for Teachers	<p>7.1 Documentation regarding the Welsh Language Competency Certificate for Teachers, which had been circulated by the Chief Executive before the meeting for information, was noted.</p> <p>7.2 It was reported that the Welsh Government had provided an additional grant of £37,000 to the Coleg in order to operate the scheme again this year. The budget identified for the scheme this year was higher than the sum provided, and although some elements would be omitted in order to reduce costs, it is possible that the Coleg would need to provide an additional sum of around £10,000 in order to ensure the scheme works meaningfully. It was agreed to do this and to draw the funding from income that is not part of HEFCW's main grant to the Coleg.</p> <p>7.3 The scheme was welcomed, and a Board member suggested that the scheme should be widened to include further education. It was noted that the point had been raised with Welsh Government</p>		

	officials, but the Certificate, in light of the budget, was limited to Primary and Secondary PGCE students for the time being. Discussions on extending the Certificate's scope in future would take place during the year.		
8. Operational Plan 2016/17	8.1 The Coleg's Operational Plan for 2016/17 was presented by the Chief Executive for information. Members did not have any questions.		
9. Any other business	9.1 Reference was made to the television series 'Doctoriaid Yfory' [Tomorrow's Doctors] on S4C, that follows health trainees at Cardiff University and gives publicity to the matter of Welsh-medium study.		
10. Dates and locations of the next meetings	<p>10.1 The Board's meetings for the 2016/17 academic year were noted as follows:</p> <ul style="list-style-type: none"> • 23 November 2016, Bangor • Court meeting, 8 March 2017, Swansea • 22 March 2017, Swansea • 21 June 2017, Open University <p>20.2 The simultaneous translator was thanked for his work.</p>		