

**Coleg Cymraeg Cenedlaethol Academic Board**  
**Wednesday, 4 February 2015**  
**Conference Room, Y Llwyfan, Carmarthen**

**Present:**

- Members (Coleg): Dr Hefin Jones (Chair and Dean), Heledd Bebb, Dr Myfanwy Davies, Professor Siwan Davies, Dr Dylan Foster Evans, Professor Elin Haf Gruffydd Jones, Gwilym Dyfri Jones, Professor Densil Morgan, Delyth Murphy, Professor Gwynedd Parry, Professor Eleri Pryse, Gwerfyl Roberts, Professor Deri Tomos
- Members (Institutions): Dr Gwenno Ffrancon, Dr Anwen Jones, Dr Lisa Lewis, Llŷr Roberts, Dr Siân Wyn Siencyn, Professor Enlli Thomas
- Members (Students): Gwion Dafydd (until 3.00), Jacob Ellis, Aled Illtud, Gwyndaf Lewis, Rhodri Organ
- Members (ColegauCymru): Carys Swain
- Officers: Dr Ioan Matthews (Chief Executive), Dr Dylan Phillips (Senior Academic Managaer), Dr Dafydd Trystan (Registrar), Nia Brown (Development Officer: Secretariat)
- In attendance: Merfyn Morgan
- Apologies: Dr Jeremy Evas, Gwenno Gibbard, Rhiannon Hincks, Professor Carwyn Jones, Huw Morris (ex-officio), Dr Angharad Naylor, Matthew Rees, Llinos Roberts, Dr Gwennan Schiavone, Linda Wyn

| Item  | Main points of discussion   | Actions | Timescale |
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| <p><b>1. Welcome and Opening Comments</b></p> | <p>1.1. The Dean welcomed members officially to the meeting.</p> <p>1.2. Dr Myfanwy Davies, Bangor University, was welcomed to her first meeting; Professor Enlli Thomas was welcomed back following her maternity period; and a welcome was also extended to Merfyn Morgan, Chair of the Higher Education/Further Education Strategic Group.</p> <p>1.3. Gwion Dafydd and Aled Illtud, student representatives for</p> |         |           |

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|   | <p>2014/15, were welcomed to their first official meeting.</p> <p>1.4. Congratulations were extended to Heledd Bebb on her new post, and since this was her last meeting she was thanked for her contribution during her term of service; also to Professor Eleri Pryse on her appointment to a Chair at Aberystwyth University; and to Professor Enlli Thomas on her appointment to a Chair at Bangor University.</p> <p>1.5. The Chief Executive gave an update on the evaluation of the Coleg held by Dateb/Oldbell3 and published by HEFCW. It was agreed to circulate the Coleg's formal response to the Evaluation to members of the Academic Board. It was noted that the Coleg had already implemented most of the recommendations, and that the recommendation on research scholarships would come before the Academic Board at the next meeting.</p> <p>1.6. An update was received on some of the meetings held between the Chief Executive, the Chair of the Board of Directors, Andrew Green, and (i) Welsh Government officers, (ii) Universities Wales (previously HEW) and (iii) HEFCW. It was noted that the Coleg was in the process of submitting a formal response to the Diamond Review.</p> | <p>Circulate the Coleg's response to the Academic Board</p> | <p>Before Easter 2015</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 be noted.</p>  |   |                           |
| <p><b>3. Presentation by the University of Wales: Trinity Saint David and Coleg Sir Gâr</b></p> | <p>3.1. A presentation was given by Dr Lowri Morgans from Coleg Sir Gâr, Bethan Wyn Davies, Coleg Branch officer at the University of Wales: Trinity Saint David, and Gwilym Dyfri Jones, Associate Pro-Vice-Chancellor at the University of Wales: Trinity Saint David. They were thanked for their presentation on the developing collaborative relationship</p>  |   |                           |

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|  | between the University of Wales: Trinity Saint David and Coleg Sir Gâr.   |  |                                       |
| <b>4. Minutes of the meeting held on 15 October 2014</b> | 4.1. The minutes of the previous meeting were accepted as an accurate record.   |  |                                       |
| <b>5. Membership (BA/15/01/04)</b>                       | <p><u>Closed Discussion</u></p> <p>5.1. For this item, Delyth Murphy and Gwerfyl Roberts left the room. It was reported that the terms of Professor Carwyn Jones, Delyth Murphy and Gwerfyl Roberts would end in July 2015. Although all three were eligible to be re-appointed for a further term, it was noted that Professor Carwyn Jones did not wish to continue for a further term.</p> <p>5.2. Following a discussion that recognised the work of all three on the Academic Board, it was decided that Delyth Murphy and Gwerfyl Roberts should be re-appointed for a further term of six years until July 2021.</p> <p>5.3. The Coleg, in consultation with the Chair of the Academic Board, would recommend the names of two new members for the Academic Board to replace Professor Carwyn Jones and Heledd Bebb; it was considered whether membership should be sought in a field not currently represented on the Academic Board.</p> <p>5.4. Delyth Murphy and Gwerfyl Roberts were invited back into the meeting.</p> |  |                                       |
| <b>6. Subject plans (BA/15/01/5a)</b>                    | 6.1. An update was given on the subject plans already submitted to the Academic Board. It was suggested that a column should be added to the subject table, noting the latest official data. It was noted that the plans in Welsh Language and Literature, and in History and Welsh History, were fully operational even though they were not in the same format as the other plans. The Chair noted that these would need to be in their final form by the next meeting of the Board. It was reported that an initial  | <p>Update the subject plans document, adding another column and present it at the next meeting.</p> <p>Present plans for Welsh, History and Theology at the next meeting</p> | <p>13 May 2015</p> <p>13 May 2015</p> |

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|                                  | <p>discussion had been held in Theology and Religious Studies; the Chair noted that a complete draft should be presented at the next meeting of the Academic Board.</p> <p>6.2. Plans were presented in Computer Science and Engineering, and following a discussion, the plans were approved with minor amendments to targets. It was noted that a formal confirmation of a commitment to provide through the medium of Welsh (without any assurance of Coleg funding) was needed by other institutions who wish to be included in the plans in question.</p>   |   |                   |
| <p><b>7. Subject reviews</b></p> | <p>7.1. The Registrar gave a verbal presentation on the pilot reviews in Business and Law.</p> <p>7.2. It was noted that the process had led to a number of recommendations, in both areas, about actions for the future. The nature of these recommendations proved the need for further discussions between Coleg officers and the individual institutions before a special meeting of the subject panel was held to agree a revised plan and timetable to be submitted to the Academic Board. A verbal report was given to support this by Heledd Bebb (Chair of the Business Panel) and Professor Gwynedd Parry (Chair of the Law Panel).</p> <p>7.3. It was recommended that the following process should be followed:</p> <ul style="list-style-type: none"> <li>• Subject panel meeting</li> <li>• Review meeting including an external member, and subsequent submission of initial recommendations</li> <li>• Coleg officers to facilitate discussions with the relevant institutions to consider the recommendations</li> <li>• Special meeting of the subject panel (face to face) to agree a revised subject plan, action plans for the</li> </ul> | <p>Registrar to set out guidelines on paper</p> | <p>March 2015</p> |

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|  | <p>recommendations and targets for the next period</p> <ul style="list-style-type: none"> <li>• A draft revised Subject Plan to be presented to the Academic Board</li> <li>• Academic Board to consider and approve the revised plan</li> </ul> <p>7.4. During the discussion, it was recommended that representation on the Academic Board should be ensured from the subject areas discussed when subject plans are reviewed. Subject specialists can be invited if needed.</p> <p>7.5. It was agreed that there would be a discussion on the purpose and role of the subject plans in the next meeting. Following that discussion, any necessary changes to the form of those plans will be agreed before beginning the next cycle of agreeing on revised plans.</p> <p>7.6. The Registrar led an initial discussion on sustainable study locations. It was agreed that agreement would be needed on a number of principles in this regard at the next meeting.</p> | <p>Ensure representation</p> <p>Update from DT</p> | <p>In implementing all subject reviews</p> <p>13 May 2015</p> |
| <p><b>8. Modern Languages Review</b></p>           | <p>8.1. A report was received on the Modern Languages review circulated by the Chief Executive on 3 February 2014, noting the initial recommendations of the November 2014 review, for information. Following a discussion with representatives of Bangor and Swansea universities, where the Coleg's investment is mostly focused at present, it was agreed that the two universities would submit revised recommendations by 20 February 2015. It was noted that the next step would depend on the plan submitted. It was agreed that an update would be given at the next meeting.</p>   | <p>Update for the next meeting</p>                 | <p>13 May 2015</p>  |
| <p><b>9. Welsh Language Skills Certificate</b></p> | <p>9.1. The Chief Executive gave a verbal report on the accreditation arrangements for the Welsh Language Skills Certificate. The matter had been discussed at the Academic Collaboration Committee on 21 January 2015. It</p>  |  |   |

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|   | <p>was explained that the status of the certificate needed to be formalised as a qualification, and a discussion was held on whether accreditation should be undertaken by the universities or by an external accreditation body. It was reported that the committee was of the unanimous view that it was not practical for the universities to accredit the certificate, and it was agreed that the Coleg should go down the road of seeking accreditation by an external body.</p> <p>9.2. It was noted that a recommendation would be submitted to the Academic Board when more information is received. The intention is that arrangements should be in place by September 2016.</p>          |         |           |
| <p><b>10. Academic Collaboration Committee</b></p>                                  | <p>10.1. The Registrar gave a verbal report on a discussion by the Academic Collaboration Committee, which met on 21 January 2015. Reference was made to the work plan of the student member gathering information about the experiences of students on collaborative courses (the work has already started); agreement on a final framework agreement for collaborative provision; arrangements for accrediting the language skills certificate (item 9 above); that the part-time scheme is operational; and that discussions about the co-validation of the Translations Studies scheme are in hand.</p> <p>10.2. The minutes of the 24 September 2014 meeting were noted, for information.</p> |         |           |
| <p><b>11. The Academic Staffing Scheme and the Research Scholarships Scheme</b></p> | <p>11.1. Dr Dylan Phillips gave a verbal report on the Coleg's Academic Staffing Scheme and Research Scholarships Scheme.</p> <p>11.2. <u>Staffing Scheme</u></p> <ul style="list-style-type: none"> <li>• It was reported that 18 posts would be funded as a</li> </ul>   |         |           |

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| <b>(BA/15/01/10)</b> | <p>result of awards made for 2015/16 and that some institutions are already preparing job descriptions.</p> <ul style="list-style-type: none"> <li>• It was further explained that this would be the last awards round in its current form.</li> <li>• It was reported that officers were about to start a round of planning meetings with the higher education institutions to discuss the progress on plans, and the universities' plans for continuing to fund posts when the initial funding period of five year has ended.</li> </ul> <p>11.3 <u>Research Scholarships</u></p> <ul style="list-style-type: none"> <li>• It was reported that the awarding panel for scholarships to start in 2015/16 would meet on 26 February 2015. The Board of Directors will receive recommendations on 4 March 2015.</li> <li>• Due to funding limitations, it was reported that there had been a requirement this time that institutions, in submitting applications, made a commitment to maintain the scholarships for the full term, and that this would mean a commitment to provide at least 50% of the costs of each new scholarship.</li> <li>• Due to the fact that the Coleg, at present, is not in a position to fund research scholarships from 2016/17 onwards, it was agreed that the Academic Board should discuss research funding priorities at its next meeting.</li> </ul> <p>11.4 It was confirmed that each new research scholarship award beginning in 2015 would be treated in the same way in terms of additional funding arrangements.</p> <p>11.5 Dr Dylan Phillips presented a paper, circulated on 30 January 2015, on the definition of a national lecturing post. Following a short discussion on the provision, and with some comments noted, the paper was accepted.</p> | <p>Discuss research funding priorities</p> <p>Officers to take action</p> | <p>Dependent on the financial position</p> <p>Immediately</p> |

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| <b>12. Widening access and participation (BA/15/01/11)</b> | <p>12.1. Delyth Murphy, Chair of the Widening Access Committee, gave a verbal report.</p> <p>12.2. It was reported that widening access was a priority area for HEFCW and the Welsh Government's Education Minister.</p> <p>12.3. A summary of the minutes of the meeting on 17 December 2014 was given, and some bullet points were presented outlining the committee's position statement. These were discussed and it was recommended that a full statement should be prepared by the next meeting of the Academic Board.</p> <p>12.4. A discussion was held on the importance of addressing widening access through the medium of Welsh, and members were asked to contact Delyth Murphy directly with any further recommendations.</p> | <p>Delyth Murphy to prepare a statement by the next meeting</p> <p>Members to contact Delyth Murphy</p> | <p>13 May 2015</p> <p>Before the end of February 2015</p> |
| <b>13. Health-related subjects (BA/15/01/12)</b>           | <p>13.1. The Registrar gave a presentation on a paper of recommendations based on a review held by Dr Elin Walker Jones on behalf of the Coleg.</p> <p>13.2. Following a discussion, it was agreed to add additional columns with targets in order to create a more actionable plan.</p> <p>13.3. It was further recommended that we should write to the Health Minister to ask for a meeting in due course to discuss the Coleg's work in this area.</p>   | <p>Add to the document</p> <p>Discuss with the Chair</p>  | <p>End of March 2015</p> <p>Spring Term</p>               |
| <b>14. Matters arising</b>                                 | <p>14.1. <u>Item 5.2 – Data recording</u><br/>The Registrar reported that guidance with a video on data recording for higher education institution registrars is in the pipeline.</p> <p>14.2 <u>Item 5.3 – Student registration</u><br/>It was reported that that reports had been received from the higher education institutions on registering students</p>   |   |   |



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|  | <p>Cardiff</p> <ul style="list-style-type: none"> <li>• It was confirmed that the Coleg was holding discussions with the Welsh Language Commissioner in relation to the Welsh language Standards.</li> </ul> <p>15.6. The Dean reported, for information, on his visits to branches.</p> |         |           |
| <p><b>16. Dates of the next meetings</b></p> | <p>16.1. The following dates were noted:</p> <ul style="list-style-type: none"> <li>• 13 May 2015, Glyndŵr University</li> <li>• 14 October 2015, Bangor</li> <li>• 3 February 2016, Carmarthen</li> <li>• 11 May 2016, Cardiff University</li> </ul>                                    |         |           |