

**CANOLFAN CYMRAEG I OEDOLION GOGLEDD CYMRU
WELSH FOR ADULTS CENTRE NORTH WALES**

NORTH WALES PROVIDERS PANEL

A meeting of the Providers Panel was held on Wednesday, 10 October at 1.30pm in Ystafell Madog, Coleg Llandrillo Cymru.

Present: Elwyn Hughes (Chair, Bangor University); Ifor Gruffydd (Welsh for Adults Centre); Haydn Hughes (Welsh for Adults Centre); Gwenan Owain (Coleg Llysfasi); Llinos Price (Coleg Harlech WEA); Dafydd Rhys (Coleg Harlech WEA); Rhian McCarthy (Coleg Llandrillo Cymru); Dona Padan (Coleg Llysfasi); Ifan Prys (Nant Gwrtheyrn); Howard Edwards (Popeth Cymraeg); Frances Jones (Popeth Cymraeg); Ioan Talfryn (Popeth Cymraeg); Alan Gordon (Welsh College of Horticulture); Pam Evans-Hughes (Welsh for Adults Centre); Myfi Brier (Coleg Llysfasi); Caroline Williams (Coleg Meirion Dwyfor); Jina Gwyrfai (Welsh for Adults Centre); Gary Smith (Welsh for Adults Centre); David Jones (NEWI); Iwan Davies (Secretary, Welsh for Adults Centre)

Apologies: Ann Hughes (Coleg Menai); Non Lewis Edwards (Deeside College); Sharon Owen (Coleg Menai)

1. WELCOME AND APOLOGIES

The Chair welcomed all to the meeting.

2. CONFIRM THE MINUTES OF THE MEETING HELD 13 JUNE 2007

The minutes of the meeting held on 13 June 2007 were confirmed as correct.

3. MATTERS ARISING

5a. It was confirmed that a 10% increase in the funding has been assured.

9. The Strategy Group has accepted terms for paying tutors.

11. ***The Centre will need to know from providers the numbers enrolling for the summer schools.***

12. DR said that a draft document was available of a new project from Coleg Harlech WEA.

Action

Providers

4. DIRECTOR'S REPORT

IG gave a report and drew attention to the following issues:

- We are awaiting an update from DCELLS regarding the level of the CEU's.
- We are awaiting a response from DCELLS regarding assessing basic skills; ***the information will be forwarded to the providers as soon as we receive a response from DCELLS.***
- A grant of £10,575 has been received from the Language Board to undertake research into different aspects of informal learning. The work will commence in October 2007.
- The Centre is eager to contribute to mainstreaming the Welsh language within providers' institutions. A meeting has been arranged with the providers' language officers so that bridging and collaboration can take place.
- IG will discuss provision in the Workplace individually with each provider. We as a Centre will promote Welsh provision in the workplace.
- Due to the dire lack of suitable tutors in some areas, the Centre wishes to take steps to attempt to fill some of the gaps, by means of training initially. Providers were asked to inform the Centre about cases of lack of tutors, especially where this led to the cancellation of classes.
- Through collaboration with the new Centre for Bilingualism at Bangor University, a researcher has been appointed to look specifically at the Welsh for Adults field. The providers' co-operation is sought to facilitate the researcher's access to the classes. The Centre will be bidding for project funding to maintain the post.
- There is a need to confirm the definition of an intensive/once a week course. ***A discussion paper will be tabled at the next meeting.***
- There is a lack of OCN Wales credits in the system to meet the different needs and the funding targets. New ones are currently being created, but concern was expressed that proliferating credits increases administrative work and costs whilst not contributing at all to improving the quality of the teaching and learning. Members were asked to send any comments regarding the disadvantages of the NPFS from the point of view of WfA to the Centre so that comments can be presented to DCELLS.

IG

IG

5. REPORT OF THE DEVELOPMENT OFFICERS

- The development officers have been promoting and marketing courses across the region. ***Providers were asked to ensure that all information was current***

Providers

and to inform the Centre if courses are cancelled. More information will be needed from the providers for the Welsh Assembly Government questionnaires. The development officers will be in contact with the providers before half term regarding targets.

- Collaborate with OCN Wales on new units for the family - Elwyn Hughes has written new units and Nant Gwrtheyrn is preparing units for residential courses.
- A report was given on the national framework for Welsh for the Family courses;
- In the North it is intended to offer taster courses in schools initially, hoping that these will lead in time to mainstream courses.
- Some providers expressed concerns regarding additional staffing and CRB checks.
- Regarding the national Welsh in the Workplace working group, the task of gathering information is proceeding and a report will be presented mid November 2007.
- Regarding extracurricular activities, there is a fairly inconsistent picture of the situation across the region and an appeal was made for providers to include this field in their work programme.

Providers
Development
Officers

6. PROVISION FOR AUTUMN TERM 2007

The providers gave an account of the enrolments. The totals appear fairly similar to those of last year, but with an increase in some areas or on some levels and a reduction in other areas. It is possible that the fees policy of some providers have had an effect on registrations. The response to intensive courses for beginners in Conwy Borough County has been especially poor.

7. PUBLICITY AND MARKETING

- Advertising Campaign – the WAG does not have the means to monitor hits on the website, but it appears as if the advertising campaign on the backs of buses has had a positive effect on the number of hits on the North Wales Centre’s website. IG apologised for the errors in the advertising campaign in the press: **better joint planning with the providers from now on must be ensured.**
- Marketing – The Centre will continue the work of raising awareness regionally. The Centre has entered into a contract with the ATOM PR company to promote this work. **The Centre will need information about the providers’ marketing plans with the intention of discussing the marketing strategy with the Strategy Group. It will be necessary to look again at the Centre’s website: it was suggested**

Centre and
Providers

Providers

GS

that the search tool for courses on the Mid-Wales Centre website was clearer and easier to use. GS said that learners living outside Wales had made enquiries; these enquiries will be directed to tutors in their areas.

8. TRAINING

HH gave a report on training:

- The second part of the observation course will take place at the end of October 2007, jointly with the Mid Wales, Glamorgan and South West Wales centres.
- It is hoped that the relevant guidelines for the WfA field will be drawn up – this will be a valuable resource for everyone observing in the field.
- Training sessions have been held on teaching using Access and Foundation, Wlpan, Further, Advanced and Mastery textbooks; courses for prospective tutors are being run by EH; computer courses will be offered from mid October until the end of November 2007 – 45 have enrolled.
- HH outlined the latest situation regarding the national qualification, explaining that the Welsh Assembly Government wished the Centre to offer a 24 week course starting in January 2008, although this course will not lead to a formal qualification. The panel believed that there was no purpose in offering such a course this year and that it should be deferred until the qualification has been validated. **The matter will have to be placed before the Strategy Group, 24 October 2007.**

IG

9. MATTERS FOR THE ATTENTION OF THE NATIONAL RESOURCES PANEL

IG proposed that this be a fixed item on the agenda in future. The Resources Panel discusses needs regarding commissioning new materials for the field, therefore it is important that the Providers Panel has input into the process. Providers are welcomed to send suggestions to IG. There were no suggestions on this occasion.

10. DATA AND TARGETS

Providers will need to submit data to the Centre by December 2007. The data can be submitted in Excel, Word or SQL. GS will be in contact with the providers to explain how this works.

Providers

11. EVENTS

There were no events to draw attention to.

12. AOB

Concern was expressed regarding the inconsistency between providers relating to fees for retired people. It was noted that the Centre had sought legal advice on the matter and we will report back to the providers.

13. DATE OF NEXT MEETING

The next meeting of the Providers Panel will be held on Wednesday, 9 January 2008 at 1.30pm, Ystafell Madog, Coleg Llandrillo Cymru, Rhos on Sea