



# **Monitoring Standards on the Welsh Language Standards**

**Based on data recorded from 1<sup>st</sup> April 2018 to 31<sup>st</sup> July 2018**

## 1. Introduction

### The University

- The University of Wales Trinity Saint David is a higher education institution which has gone through very significant structural change during the last decade. The University was established in 2012 when Trinity University College and Lampeter University were merged. Swansea Metropolitan University joined the University during 2015 with Coleg Sir Gâr and Coleg Ceredigion joining to create The University of Wales Trinity Saint David Group in 2013/14. By 2017, the University of Wales was also part of the Group's governance.
- In its Strategic Plan for the period 2017-2022 the University notes that her vision is 'to be a university for Wales, with a commitment to the county's welfare and heritage at the heart of what we do.' One of its seven core values is 'Wales and its special character' by 'embedding the aims of the Welfare of Future Generations (Wales) Act in all our activities, and through celebrating Wales' vibrant language, inheritance and culture.'

### Standards

- The Welsh Language Measure (Wales) 2011 ensures that Welsh has official status in Wales. It is also a way of establishing a legal framework placing a duty on public bodies to comply with specific standards regarding the Welsh language.

The aim of the Standards is:

- provide clarity to institutions for their duties which had to do with Welsh;
  - provide clarity to Welsh speakers for the services they can expect to receive in Welsh;
  - ensure greater consistency regarding Welsh language services and improving their quality.
- Since 1<sup>st</sup> April 2018, the University of Wales Trinity Saint David has a statutory duty to comply with the Welsh Language Standards as noted in the Compliance Notice distributed on 29<sup>th</sup> September 2017. The Welsh Language Standards replace the University Welsh Language Scheme.

This monitoring report provides information regarding the way the University has complied within the Standards within the reporting period.

## 2. Attainments

- Training was provided on the proposed Language Standards to all University staff at training events on the Lampeter, Carmarthen and Swansea campuses during the University Staff Development Week in September 2017. All the institution's middle managers, whether Heads of School or Heads of Professional Units, were invited to further training sessions on the Language Standards in Swansea, Carmarthen and Lampeter in April 2018 provided by the Associate Pro Vice-Chancellor. 36 managers attended these sessions.
- Rhagoriaith was established: The University's Welsh Services Centre in 2017 with the intention of supporting and advising staff in the context of Welsh across the institution. An application was made for a post within Rhagoriaith whose holder would be responsible for monitoring the University's compliance with the Standards. Although the job description was drawn up during this period, the post was not advertised until the Autumn Term 2018. Following an interview process, the post holder began in her position as Rhagoriaith Team Coordinator in December 2018.
- A member of Rhagoriaith provided language awareness sessions for many Professional Units between April and July 2018 and some resources were produced to accompany that training.
- There was a response to the need for linguistic training for the staff of the various campuses and the Work Welsh scheme of the National Welsh Language Learning Centre through Y Coleg Cymraeg Cenedlaethol. This scheme was extremely successful with 28 staff attending. Until the end of July 2018, 79 staff also registered on the 10 hour online programme designed by the National Welsh Language Learning Centre.
- The Translation Unit is a key part of the infrastructure supporting Welsh across the institution.
- Looking to the future, the appointment of a Team Coordinator for Rhagoriaith already has already made a great difference, with thorough training being provided for specific Units, procedures being monitored in greater detail and ready advice available for individual staff and Schools or Units alike.

### 3. Governance and Monitoring

- The University Welsh Language Affairs Committee is responsible for monitoring the way the institution complies with the Welsh Language Standards. The Chair will be responsible for updating the Academic Policy Committee and the Senate each term regarding the way the University complies with the Standards. The Welsh Language Affairs Committee which approves the Annual Report, and that, in turn, will be submitted to the attention of the Governance Subcommittee of the Council.
- There was no officer employed by the University during the reporting period who was responsible for overseeing the University's daily compliance with the Standards. The Associate Pro Vice-Chancellor (Welsh Medium and Projects) was responsible for the Welsh Language Standards across the institution at that time.
- Following her appointment in December 2018, it is the University Welsh Language Services Centre (Rhagoriaith) Team Coordinator who is responsible for overseeing the University's compliance with the Standards on a daily basis. He will operate as a point of contact for all the staff of the institution in the context of the Welsh Language Standards and is responsible for Schools/Professional Units from day to day. The officer will report on any major developments to the Welsh Language Affairs Committee in the first place.
- Following the appointment of the Rhagoriaith Team Coordinator, the Welsh Language Standards Monitoring Committee will have to report to the Welsh Language Affairs Committee. This will meet twice a year and includes representation from the Schools' Welsh language ambassadors and the Professional Units, student representatives and members of the public who use the University's services.
- The Corporate Services Unit has drawn up a template to be used as a means of monitoring the compliance of the University's Schools and Professional Units with the Welsh Language Standards. This document operates as an initial basis for the monitoring process.

- The University also gives attention to the Assurance Report of the Office of the Welsh Language Commissioner which highlights examples of good practice to institutions, and where needed develops arrangements to ensure compliance and improve the customer experience. Similarly, specific staff will attend seminars of successful practice organised by the Office of the Welsh language Commissioner where good practice will be shared by organizations throughout Wales.

#### **4. Compliance**

All the University staff received initial training on the Welsh Language Standards when a 90 minute training session was provided for about forty heads of Schools and Professional Units emphasising the requirements of the Welsh Language Standards and their responsibility to ensure that their departments complied with them. Very different responses were received during these training sessions, with representatives from one campus in particular far more concerned with their ability to comply with some of the more challenging Standards.

Communication with the workforce was carried out via the monthly Staff Bulletin reminding them that the Standards will be in operation on 1<sup>st</sup> April 2018.

Although the document was unavailable from April to July 2018, the *Welsh Language Standards Action Plan* explains how the University of Wales Trinity Saint David intends to comply with the Standards.

#### **5. Complaints**

The University can confirm that it has not received any official complaints to do with Welsh or the Welsh Language Standards during the reporting period.

**6. The Welsh Language Skills of those employed by the University at the end of July 2018**

**(i) Percentage of academic staff who could teach through the medium of Welsh as per faculty**

	<b>% Able</b>	<b>% Not Able</b>	<b>% Unknown</b>
Faculty of Architecture, Computing and Engineering	0.0%	75.9%	24.1%
Faculty of Art and Design	4.4%	60.3%	35.3%
Faculty of Business and Management	9.4%	74.1%	16.5%
Faculty of Humanities and Performing Arts	11.5%	62.3%	26.2%
Yr Athrofa	46.0%	40.2%	13.8%

**(ii) Percentage of all staff (support and professional) who could speak Welsh**

	<b>Can speak Welsh fluently</b>	<b>Can speak Welsh but not fluent</b>	<b>Can't speak Welsh</b>	<b>Unknown</b>
Percentage	22.5%	22.3%	37.4%	17.8%

### Number and percentage of staff who attended Welsh language training

28 members of staff attended training during the 2017-18 academic year to develop Welsh language skills.

### The number of staff wearing a 'Iaith Gwaith' ('Working Language') badge or lanyard

All the University staff who speak Welsh and work in the front line dealing with the public are encouraged to wear a badge or a lanyard with 'Iaith Gwaith'. An additional supply of badges was ordered during the reporting period. The University is confident that a high percentage of Welsh speakers who dealt directly with the public wore either a 'Iaith Gwaith' badge or a lanyard during the reporting period.

### New posts and vacancies

The table below refers to the number of vacancies advertised where Welsh is an essential or desirable skill as well as the percentage of posts where Welsh speakers were appointed.

Number of vacancies	Percentage of Welsh speakers appointed
82	19.5%

## 7. Targets

The University is very aware that the reporting period represents the very first compliance period for the institution. In light of its initial experience in complying with the Standards, the University has set the following targets for the period August 2018 – July 2019.

	Target	Responsibility	Timscale
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1.	Appoint a Team Co-ordinator for Rhagoriaith: the University's Welsh Language Services Centre who will be responsible for monitoring the University's daily compliance with the Welsh Language Standards.	Associate Pro Vice-Chancellor / Rhagoriaith Team Co-ordinator	Autumn Term 2018
2.	Establish a central contact point for any enquiries in relation to the University's compliance with the Welsh Language Standards.	Rhagoriaith Team Co-ordinator	Spring Term 2019
3.	Establish procedures that acknowledge the different positions of the University's three main campus in relation to the Welsh Language Standards.	Rhagoriaith Team Co-ordinator	On-going
4.	Establish robust governance procedures that will allow the relevant officers to report on progress to the Welsh Language Standards Monitoring Committee, the Welsh Affairs Committee and the University Council.	Associate Pro Vice-Chancellor / Rhagoriaith Team Co-ordinator	Spring Term 2019
5.	Establish a specific tile on 'The Welsh Language at UWTSU' on the University's intranet that will include information on the Welsh Language Standards as well as resources to support staff who use the Welsh language in their dealings with the public.	Associate Pro Vice-Chancellor / Rhagoriaith Team Co-ordinator	Spring Term 2019
6.	Establish and validate relevant procedures that will support the University's compliance with the Welsh Language Standards and promote these procedures amongst staff across all campuses and publish them on the University website.	Associate Pro Vice-Chancellor / Rhagoriaith Team Co-ordinator	Summer Term 2019
7.	Establish relevant data collection processes and implement these consistently across all the University's Summer Term 2019 campuses.	Associate Pro Vice-Chancellor / Rhagoriaith Team Co-ordinator	
8.	Develop and present an on-line Welsh Language Awareness programme that all University staff will be obliged to register and complete by the end of December 2019.	Rhagoriaith Team Co-ordinator / Director of Rhagoriaith	September 2019
9.	Raise the awareness of all professional units across the University of the Welsh Language Standards through both informal activities and more formal training events.	Rhagoriaith Team Co-ordinator	On-going
10.	Revisit the University's appointments processes, ensuring that a greater consideration is given to Welsh language skills for specific roles.	Director of HR Unit/ Associate Pro Vice-Chancellor/ Director of	July 2019



		Rhagoriaith / Rhagoriaith Team Co-ordinator	
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If you have any questions or comments about this monitoring report, please email the University at [welshlanguage@uwtsd.ac.uk](mailto:welshlanguage@uwtsd.ac.uk)