Cofnodion Panel Darparwyr 10/02/2010 Ystafell Elwy, Canolfan Glasdir, Llanrwst

Presennol:

Elwyn Hughes (Cadeirydd); Rhian McCarthy (Coleg Llandrillo); Ann Rhian Hughes (Coleg Menai); Liz Williams (Coleg Glannau Dyfrdwy); Diane Martin (Coleg Glannau Dyfrdwy); Jane Watkins (Coleg Llysfasi); Helen Pritchard Jones (Coleg Iâl); Frances Jones (Popeth Cymraeg); Howard Edwards (Popeth Cymraeg); Pegi Talfryn (Nant Gwrtheyrn); Haydn Hughes, Siân Davies, Pam Evans-Hughes, Jina Gwyrfai, Ellen Roberts (CCiO); Wyn Hobson (Cyfieithydd).

Ymddiheuriadau

Catrin Evans-Thomas (Coleg Meirion-Dwyfor); David O Jones (Prifysgol Glyndŵr); Catrin Keller (Coleg Llandrillo); Ifor Gruffydd (CCiO)

Cafodd Papur 'A', Papur 'B', Papur 'C' a Phapur 'Ch' eu dosbarthu cyn y cyfarfod.

Cymerodd Elwyn Hughes y gadair a chroesawodd bawb i'r cyfarfod.

1. **Cofnodion cyfarfod 14/10/2009 – Papur 'A'** - derbyniwyd fod y cofnodion yn gywir.

2. **Materion yn codi o'r cofnodion** – dim

3. **Cyflwyniad y Swyddogion Datblygu - Papur 'B'**

Eglurodd Pam Evans-Hughes y byddai yn treulio ei holl amser yn ysgrifennu cwrs newydd CBAC - Cymraeg i'r Teulu hyd ddiwedd Ebrill. Yn ystod y cyfnod yma 'roedd Jina Gwyrfai yn ymgymryd â holl ddyletswyddau eraill ar draws y rhanbarth.
3. ADCDF – dangoswyd copi caled o'r cylchgrawn ar-lein 'globallySusDCymru' er gwybodaeth a rhannodd Rhian McCarthy wybodaeth am ddeunyddiau defnyddiol ar gyfer gweithgareddau dosbarth .
Eglurwyd fod y Ganolfan yn awyddus i gael gwybod am ddeunyddiau neu arferion dysgu perthnasol (e.e. yr arfer o ddefnyddio erthygl berthnasol mewn dosbarth Uwch) sy'n cael eu defnyddio er mwyn eu rhannu a'u defnyddio fel tystiolaeth. Estyn yn chwilio i weld fod hyn yn cael ei gynllunio ac yn rhan o themâu cyffredinol y dysgu yn hytrach na'i fod yn cael ei gynnwys ymhob gwers.

Cynllunio Darpariaeth - Eglurodd JG fod y Ganolfan wedi holi darparwyr ynglŷn â chyrsiau blasu a 'roedd yr ymateb yn awgrymu mai 3 darparwr oedd yn darparu cyrsiau rhagarweiniol a'r rhain yn arwain i'w dosbarthiadau prif ffrwd eu hunain.
Gwyntyllwyd y syniad o ddarparu cwrs blasu hyd at 10 awr yn rhad ac am ddim. Hwn yn gwrs generig ar draws y rhanbarth gyda sesiynau 2.5awr o hyd (rhwng dwys a darnynol). Amserlennu'r cwrs i ragflaenu cyrsiau modwlar a rhoi rhagflas ynddo o'r ystod o fathau o gyrsiau sydd ar gynnig yn yr ardal. Byddai'r cwrs yn cynnig:

- blas ar iaith
- cymorth ac arweiniad
- trafodaeth ar anghenion unigol darpar ddysgwr
- esiampl o arddull dysgu
- gwybodaeth am gymorth ariannol, cyfleon dysgu anffurfiol a.y.b.
- ymwybyddiaeth iaith a bywyd Cymreig

Gellid darparu adnoddau wedi eu lamineiddio i'w hail-ddefnyddio, a gellid rhoi'r adnoddau ar gyfrwng TG megis Moodle, ipod, co' bach ayyb

Gofynnwyd i'r aelodau rannu mewn grwpiau i drafod y syniad a chafwyd yr ymateb canlynol:

- yr egwyddor yn ganmoladwy ond ddim yn ymarferol weithredol
- gofynnwyd pwy fyddai'n cyflwyno'r cwrs a sut y byddai'n cael ei ariannu
- nid yw'r Ganolfan yn ddarparwr a byddai'n anymarferol i'r Ganolfan geisio darparu'r cwrs yma
- dim ond y darparwr ei hun fedr ddangos yn effeithiol beth yw cynnwys ei arddull/gwrs ei hun

Fel gwelliant i'r syniad gwreiddiol trafodwyd cynnal Gŵyl Flasu debyg i ddiwrnod agored Colegau neu gyflwyniad power point / CD yn cyflwyno cyrsiau gwahanol. Pwysleisiwyd mai tamaid bychan sydd gan ddysgwr eisiau fel rhagflas, byddai peryg gorlwytho'r cyflwyniad.

Casglwyd sylwadau SWOT ar y cynllun a bydd y Swyddogion Datblygu yn eu hystyried ac yn ail-ddrafftio.

Uchafswm / Isafswm dysgwyr ym mhob dosbarth - gofynnwyd i'r rhai oedd yn bresennol beth oedd y trothwy o fewn eu sefydliadau. 'Roedd yr ymateb yn amrywio a phwysleisiwyd nad oedd yn bosib gosod un targed fyddai'n addas ym mhob sefyllfa. 'Roedd llawer o bethau i'w hystyried:

- Pwysig cynnal dosbarth hyd yn oed os y nifer yn fychan er mwyn cynnal datblygiad y ddarpariaeth
- Dim tystiolaeth wrth arsylwi fod yna broblem oherwydd bod dosbarthiadau rhy fawr
- Dysgwyr yn fwy teyrngar i ddosbarth bach nag i un mawr
- Rhaid cael grwpiau mawr ar y lefelau is er mwyn cynnal (yn ariannol) grwpiau llai ar lefelau uwch

Y ffordd ymlaen:

- Rhaid selio unrhyw ffigurau isafswm/uchafswm ar dystiolaeth ffurfiol
- Rhesymoli ar lefelau uwch ac uno dosbarthiadau. Gwneud yn glir ar y dechrau y bydd hyn yn debygol. Rhoi pwyslais ar ddatblygu canolfannau cymunedol yn hytrach na chanoli yn y prif gampws.

4. Dysgu Anffurfiol - Papur 'C'

Aeth HH drwy adroddiad Siwan Hywel yn ei habsenoldeb. Rhoddodd arddangosiad o gynnwys podlediad y Wefan gan ddweud fod 49 wedi eu llwytho arni ar hyn o bryd.
'Roedd gwelliant i bwynt 3 - unwaith bob hanner tymor y bydd cylchlythyr yn cael ei anfon at diwtoriaid.

Anogwyd dysgwyr o ddarparwyr eraill i ymuno yn y Gweithdy Drama yn Nant Gwrtheyrn ar Chwefror 25ain. Yn ychwanegol at hyn dywedodd Pegi Talfryn fod holl weithgareddau min nos Nant Gwrtheyrn yn agored i ddysgwyr o unrhyw ddarparwr. Byddai croeso mawr iddynt a manylion i'w cael ar y wefan.

5. Adroddiad Hyfforddiant Papur 'Ch'

Cyflwynodd SD y papur gan dynnu sylw penodol at y canlynol:

- dadansoddiad o farn y rhai fynychodd y cyrsiau hyfforddi.
- traean o diwtoriaid rhanbarth y Gogledd wedi mynychu Cynhadledd y Cynulliad yn Llandudno ym mis Tachwedd.

- Hyfforddiant Gloywi Sgiliau wedi ei gynnal i diwtoriaid ar eu blwyddyn gyntaf o addysgu, bu hefyd yn gyfle iddynt gyfarfod ei gilydd a rhwydweithio

- wedi dewis 7 tiwtor i fynychu cynhadledd IATEFL yn Harrogate ddechrau Ebrill

- penwythnos preswyl o hyfforddiant ol-arsylwi i'w chynnal ym mis Ebrill, bydd hyn yn cynnwys cyfle datblygiad proffesiynol i holl diwtoriaid y rhanbarth.

- Cynllun hyfforddi darpar diwtoriaid yn wahanol i'r hyn gynigwyd mewn blynyddoedd blaenorol gyda'r gobaith y bydd yn eu paratoi'n well gan fod pob un yn cael ei bartneru â thiwtor profiadol

- Bydd y rhai sy'n gwneud y Cymhwyster ar hyn o bryd yn cwblhau'r modiwl olaf ddiwedd mis Chwefror. 'Roedd yr arholwr allanol yn canmol yr hyn yr oedd wedi ei weld yn y Gogledd. Y Ganolfan wedi dechrau'r broses o recriwtio ar gyfer y criw nesaf. Gofynnwyd i'r darparwyr annog unrhyw diwtoriaid anghymwys sydd ganddynt i roi eu henwau ymlaen.

6. **Data** – adroddodd HH ar ran Gary Smith nad oedd unrhyw broblem o ran data ar hyn o bryd.

7. **Materion i sylw'r Panel Adnoddau Cenedlaethol**

- Cais cenedlaethol adnoddau TWF bron iawn wedi ei gwblhau.

- Angen adnoddau 'gwrando' ar lefel Sylfaen

8. **Digwyddiadau**

- Gweithdy e-ddysgu yn Venue Cymru, Llandudno, dydd Sadwrn 13eg Chwefror 2010.

9. **UFA** – dim

Wrth gloi'r cyfarfod diolchodd y cadeirydd i'r aelodau am eu presenoldeb ac yn enwedig dymunodd yn dda i Pegi Talfryn oedd yn bresennol am y tro cyntaf yn rhinwedd ei swydd fel Rheolwr Addysg newydd yn Nant Gwrtheyrn.

Cyfarfod nesaf – Dydd Mercher 26ain Mai 2010 yng Ngholeg Llandrillo am 1.30y.p.

Minutes of the meeting of the Providers' Panel — 1:30pm on 10/02/2010 in the Elwy Room, Glasdir Centre, Llanrwst

Present:

Elwyn Hughes (Chair); Rhian McCarthy (Coleg Llandrillo); Ann Rhian Hughes (Coleg Menai); Liz Williams (Deeside College); Diane Martin (Deeside College); Jane Watkins (Coleg Llysfasi); Helen Pritchard Jones (Yale College); Frances Jones (Popeth Cymraeg); Howard Edwards (Popeth Cymraeg); Pegi Talfryn (Nant Gwrtheyrn); Haydn Hughes, Siân Davies, Pam Evans-Hughes, Jina Gwyrfai, Ellen Roberts (WfAC); Wyn Hobson (Interpreter).

Apologies

Catrin Evans-Thomas (Coleg Meirion-Dwyfor); David O Jones (Glyndŵr University); Catrin Keller (Coleg Llandrillo); Ifor Gruffydd (CCiO)

Paper 'A', Paper 'B', Paper 'C' and Paper 'Ch' had been distributed in advance of the meeting.

Elwyn Hughes took the chair and welcomed everyone to the meeting.

1. Minutes of the meeting of 14/10/2009 — Paper 'A' — the Minutes were accepted as a correct record.

2. Matters arising from the Minutes — none

3. Presentation by the Development Officers — Paper 'B'

Pam Evans-Hughes explained that she would be spending her entire time on writing the new WJEC course — 'Welsh for the Family' — until the end of April. During this period, Jina Gwyrfai would be undertaking all her other duties across the region.
3. ESDGC — a hard copy of the online magazine 'globallySusDCymru' was shown for information, and Rhian McCarthy shared some information on useful materials for class activities. It was explained that the Centre was eager to know of relevant learning materials or practices (e.g. the practice of using a relevant article in an Advanced level class) that were in use, in order to share them and use them as evidence. Estyn was looking to see that this was being planned and that it was part of the general themes of the learning, rather than being included in every lesson.

Planning the Provision — JG explained that the Centre had questioned providers about taster courses, and that the response had suggested that 3 providers were providing introductory courses, which led to their own mainstream classes.
The idea was aired of providing a taster course of up to 10 hours free of charge. This would be a generic course across the region, comprising 2.5 hour sessions (between intensive and non-intensive). The course would be timetabled to precede modular courses, and would give a foretaste of the range of types of course that were on offer in the area. The course would offer:

- a taste of the language
- support and guidance
- discussion on the individual needs of the prospective learner
- an example of a learning-style
- information about financial support, informal learning opportunities etc.
- awareness of Welsh language and life

Laminated resources could be provided for re-use, and the resources could also be placed on an IT medium such as Moodle, an i-pod, a memory-stick etc.

Members were asked to divide into groups to discuss the idea, and the following responses were received:

- the principle was praiseworthy, but not practicably operable
- the question was raised of who would present the course and how it would be funded
- the Centre was not a provider, and it would be impracticable for the Centre to try to provide this course
- only the provider itself could demonstrate its own style and course content effectively

As an amendment to the original idea, the possibility of holding a Taster Festival, similar to a College open day, or providing a PowerPoint/CD presentation introducing different courses, was discussed. It was emphasised that a learner wanted only a bite-sized foretaste, and that there would be a danger of overloading such an introduction.

SWOT comments on the scheme were collected; the Development Officers would consider them and draw up a second draft.

Maximum / Minimum number of learners in each class — members present were asked what the threshold was in their institutions. The response varied, and it was emphasised that it was not possible to set a single target that would be appropriate to all situations. There were many things to consider:

- It was important to run a class even if the number was small, in order to maintain the development of the provision
- No evidence had emerged during observation that there was a problem of excessively large classes
- Learners were more loyal to a small class than to a large one
- Large groups were necessary at the lower levels in order to maintain (in financial terms) smaller groups at the higher levels

The way forward:

- Any maximum/minimum figures must be based on formal evidence
- Rationalisation at the higher levels, and combining of classes. Make it clear at the outset that this was likely. Place emphasis on developing community centres rather than centralising on the main campus.

4. Informal Learning — Paper 'C' HH went through Siwan Hywel's report in her absence. He gave a demonstration of the contents of a Website podcast; 49 of these were uploaded onto the site at present. An amendment was made to point 3 — the circular would be sent to tutors once every half term.

Learners from other providers were urged to join the Drama Workshop at Nant Gwrtheyrn on February 25th. Pegi Talfryn added that all evening activities at Nant Gwrtheyrn were open to learners from any provider. They would be very welcome, and details were available on the website.

5. Training Report — Paper 'Ch' SD presented the paper, drawing specific attention to the following:

- An analysis of the views of those who had attended the training courses.

- A third of the North Wales region's tutors had attended the Assembly Conference in Llandudno in November.

- 'Polishing Skills' training had been held for tutors who were in their first year of teaching; there had also been an opportunity for them to meet each other and to network

- 7 tutors had been chosen to attend the IATEFL conference in Harrogate at the beginning of April

- A residential weekend for post-observation training was to be held in April; this would include a professional development opportunity for all the region's tutors.

- The training scheme for prospective tutors was different from what had been offered in previous years, in the hope that it would prepare them better as everyone would be paired with an experienced tutor

- Those who were at present studying for the Qualification would complete the final module in February. The external examiner had praised what he had seen in North Wales. The Centre had begun the process of recruiting the next cohort. The providers were asked to urge any unqualified tutors they had to put their names forward.

6. **Data** — HH reported, on behalf of Gary Smith, that there were no problems regarding data at present.

7. **Matters for the attention of the National Resources Panel**

- Twf's national bid for resources was almost complete.

- 'Listening' resources were needed at Foundation level

8. **Events**

- e-learning workshop at Venue Cymru, Llandudno, on Saturday 13th February 2010.

9. **AOB** — none

In drawing the meeting to a close, the Chair thanked the members for their attendance, and in particular offered best wishes to Pegi Talfryn, who had been present for the first time *ex-officio* as the new Education Officer at Nant Gwrtheyrn.

Next meeting — Wednesday 26th May 2010 at 1.30pm in Coleg Llandrillo.