

Arrangements for Overseeing the Welsh Language Standards

1.0 Approval

1.1 The following internal bodies have approved the Welsh Language Standards and the Action Plan for implementing the requirements of the Standards in the University:

- University Executive Group
- University Council

2.0 Implementation

2.1 The University's Centre for Welsh Language Services is responsible for supporting individuals and departments; and ensuring that they are aware of their duties under the Standards.

2.2 The Centre for Welsh Language Services follows the Action Plan which will be revised annually.

2.3 Every faculty, academic department and professional service in the University has a general responsibility for implementing the Welsh Language Standards that are relevant to their work in their own departments including record keeping and monitoring.

3.0 Monitoring

3.1 The Centre for Welsh Language Services monitors compliance with the Standards in various ways including drawing up procedures and guidelines, visiting departments, preparing reports, collating data as well as using surveys, users' groups and spot-checking exercises.

4.0 Complaints

4.1 The University has a procedure for receiving complaints and comments about alleged failures to comply with the Standards

<https://www.aber.ac.uk/en/cgg/bilingual-policy/complaints-procedure/>

5.0 Reporting

5.1 An Annual Report on the implementation of the Standards will be prepared which will provide information according to the requirements set out in the Welsh Language Standards Compliance Notice. The Annual Report will be received and approved by

the Welsh Language Operational Group, the University's Executive Group and University Council.

5.2 Progress reports on the work and monitoring reports on specific projects arising from the Language Standards will be submitted three times a year to the meetings of the Welsh Language Operational Group.

5.3 The Welsh Language Operational Group is responsible for leading and monitoring the University's Welsh Medium Strategy, i.e. the Integrated Strategic Plan for the Welsh Language, and it reports on the University's compliance with the Language Standards while developing appropriate training and advice.¹

6.0 Further information

6.1 Further information about the arrangements for overseeing the University's Welsh Language Standards can be received by contacting:

- Dylan Hughes, Welsh Language Services Manager dyh8@aber.ac.uk
- Lowri Angharad Jones, Welsh Language Development Officer lwj@aber.ac.uk

¹ The Group's Terms of Reference provide further information on its responsibilities and how they will be implemented.