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LANGUAGE SCHEME – OFFICIAL LANGUAGES ACT

University College Cork – National University of Ireland, Cork

1.0 Introduction

This Scheme was prepared under Section 11 of the Official Languages Act 2003 (“the Act”) by University College Cork – National University of Ireland, Cork.

Section 11 of the Act provides for the preparation by public bodies of a statutory scheme detailing the services they will provide through:

- the medium of Irish,
- the medium of English, and
- the medium of Irish and English

and the measures to be adopted to ensure that any service not provided through the medium of the Irish language will, where appropriate, be so provided within an agreed timeframe.

1.1 Background

Overview

University College Cork was founded as Queen’s College Cork in 1845 and became a University College of the National University of Ireland in 1908. Under the Universities Act 1997 it was designated as a constituent university of the National University of Ireland. Undergraduate and postgraduate degrees offered by UCC span the Humanities and Social Sciences, Business, the Sciences and Technology and the professions including Medicine, Dentistry, Pharmacy, Nursing, Clinical Therapies, Law and Engineering. UCC is a research-intensive university with a large number of research centres including the Tyndall National Institute, the Biosciences Research Institute, the National Food Biotechnology Research Centre, the Alimentary Pharmabiotics Centre, the Environmental Research Institute and the Oral Health Services Research Centre.

Students

Today UCC has grown to be the second largest university in the State with a student population of approaching 16,000 students in 2004/05. In addition some 2,000 students are pursuing Adult Continuing Education Programmes in UCC and throughout Munster. While the majority of UCC students are Irish, about 12% of the student population is comprised of international students from some seventy countries. The student body comprises over 12,600 undergraduate students and over 3,000 postgraduate students.

Campus Development

The university has undertaken a major programme of capital development including:

- Brookfield Health Sciences Complex
- Pharmacy Building
- O’Rahilly Building (Humanities and Commerce)
- Student Centre
- Mardyke Sports Arena
- Glucksman Art Gallery
- Environmental Research Institute
- Biosciences Institute

As a result the teaching and research infrastructure of the university has been significantly strengthened and modernised. These physical developments position UCC to embark on an ambitious programme of strategic growth and development in the coming decade.

1.2 Guidelines for the Preparation of a Scheme

Section 12 of the Act provides for the preparation of Guidelines by the Minister for Community, Rural and Gaeltacht Affairs and their issue to public bodies to assist in the preparation of draft schemes. This scheme has been drawn-up in conformity with those guidelines.

The University published notices under *Section 13* of the Act on **16 September, 2005 in English and Irish language national newspapers**, inviting representations in relation to the preparation of the draft scheme under *Section 11* from any interested parties.

Submissions were received from the following organisations and individuals:

Gaelscoileanna
Conradh na Gaeilge
Oifig Forbartha Gaeilge, Feidhmeannacht na Seirbhíse Sláinte
Comhdháil Náisiúnta na Gaeilge
Daithi Mac Carthaigh, Uachtarán, Chonradh na Gaeilge

The scheme has been informed by these submissions and views and suggestions put forward by staff, students and other stakeholders. Staff have been briefed on the implications of the Official languages Act 2003 and were invited to put forward suggestions, ideas etc. through the University’s Official Languages Act website. The University appreciates the time and effort that has been put in by all concerned with this process.

1.3 Consultative Process and Work of the Official Languages Act Working Group

A high-level Working Group, comprising senior management from a range of functional areas within the University was established to prepare the scheme for consideration by the University Management Group. The Working Group has consulted widely in order to ensure ownership of, and commitment to the implementation of the agreed document. The Working Group comprises:

Donnchadh ÓhAodha, General Manager, Student Centre
Pól Ruiséal, Stiurthoir, Ionad na Gaeilge Labhartha,
Con O'Brien, Academic Secretary
Mark Poland, Director of Buildings & Estates
Mary McSweeney, Finance Officer
Mary Ward, Manager, Training & Development
Michael Farrell, Administrative Secretary. (Chair)

The Working Group on the Official Languages Act conducted an extensive audit of capability of staff to conduct business, both written and oral, through the medium of Irish. The outcome of this survey was both informative and influential in deciding some of the objectives set for the first 3 Year Scheme.

1.4 Monitoring of the Scheme

Responsibility for monitoring and reviewing the scheme will rest with the University Management Group and with the Monitoring Group as set out in section 4.1. The scheme builds on the extent to which services are currently available through Irish as a starting base. Areas for future development are identified in the body of the scheme. The scheme also includes a commitment to assess on an ongoing basis the level of demand for services through Irish and to ensure that the University builds its capacity to meet this demand in a planned, and coherent way. The University will continue to gauge the level of demand for its services in the Irish language by monitoring the level of queries and requests for services through Irish and by undertaking periodic audits of demand using questionnaires and other appropriate instruments.

1.5 Summary of Scheme Targets

The objectives set out in Chapter 3 of this document outline the targets to be achieved by the University during the life of this Scheme. The targets relate primarily to internal and external communication, information technology, the media, central and student services,

the training of staff to compliment the Scheme and the University publications which it is proposed to produce bilingually during the period of the Scheme.

1.6 University Mission

The mission of University College Cork is to create, preserve and communicate knowledge and, thereby, contribute to the cultural, social and economic well-being of the people of Munster, Ireland and the world.

UCC seeks to fulfill this mission by:

- teaching at undergraduate and postgraduate levels
- developing research and scholarship
- supporting a broad range of subject-specific academic departments and selected multi-disciplinary thematic research areas with international recognition
- recruiting, retaining and nurturing high quality staff at all levels
- recruiting a diverse body of high quality and motivated students from within Ireland and overseas
- diversifying sources of funding for research and teaching
- conducting teaching and learning on an integrated and friendly campus with a sense of community
- contributing to regional and national development
- managing all its resources efficiently and effectively
- developing strategic partnerships with other educational institutions, business, cultural and professional organisations within the region, across the island of Ireland and internationally.

Strategic Plan

In July 2000 University College Cork published its strategic development plan for the period 2000-2005. The plan, entitled *Agenda for Excellence*, emphasised commitments to excellence in teaching and research over a broad field, including established disciplines as well as professional and new disciplines, which address contemporary and emerging needs. The plan placed an emphasis on undergraduate teaching and the general undergraduate experience with a view to cultivating the minds of students in a broad sense, providing them with essential skills and developing their special talents. It also focused on the development of strong postgraduate programmes that would attract and support students of exceptional quality.

The plan sought to position UCC as the University of choice for students from Ireland and also from abroad. It emphasised UCC's regional agenda and provided a focus for the creation of a more responsive, entrepreneurial and learning institution that was seen to be meeting social demands in partnership with other institutions in the region.

With regard to the Irish Language the Plan states:

*“The Universities Act (1997) states that the objects of a University shall include the promotion of “the official languages of the State, with special regard to the preservation, promotion and use of the Irish language and the preservation and promotion of the distinctive cultures of Ireland”.
University College Cork is committed to implementing this objective and it is University policy ‘to promote Irish in the everyday life of the University among staff and students.’ “*

1.7 University Governance and Academic Management

The University’s management and organisation is being restructured to equip the institution to meet the challenges of a competitive and rapidly evolving third-level sector.

The Governing Body is the ultimate authority within the University’s governance structure and comprises forty members representing all categories of staff in the University, students and external organisations. Responsibility for the academic affairs of the University lies with the Academic Council, subject to review by the Governing Body. Members of the Academic Council include professors, Officers of the University, Heads of Department, Academic Staff nominated by faculties and students. Academic Council currently has a number of Standing Committees, which formulate policies for the consideration of the Academic Council including Student Needs and Curriculum Development, Research, Academic Staff Development and Enhancement, Interfaculty Graduate Studies and International Education.

Under university re-structuring there will be four Colleges:

- Arts, Celtic Studies and Social Sciences
- Commerce and Law
- Medicine & Health
- Science, Engineering and Food Science

Each College will be managed by a Head of College.

A University Management Group (UMG), is responsible for the day-to-day management of the University, the development and implementation of policies and procedures and the monitoring of institutional performance. The UMG which is chaired by the President consists of officers with university-wide responsibilities and Heads of Colleges.

1.8 Irish language services already provided.

Irish language services are provided for the most part in accordance with the terms of reference of Bord na Gaeilge (Statutes XCV, CXL) and as stipulated in the UCC

policy document “The advancement of Irish in College” (1996). Ionad na Gaeilge Labhartha puts into effect the Bord’s policy and its mission statement is summarised as follows :

- to promote creatively Irish in UCC and in Ireland in accordance with the provisions of the Universities Act (1997) the Official Languages Act (2003), The Belfast Agreement (1998),
- to offer spoken and applied Irish language programmes to learners at all fluency levels in UCC and in An Ghaeltacht,
- to enable participation in a supportive bilingual environment which includes Irish language networks, schemes and cultural activities,
- all services to be informed by authoritative research and guided by good practice in the process of language acquisition and learning.

Teaching services involve the creation of seventeen language programme types *e.g.* undergraduate, postgraduate, special purpose, administrative, adult conversational, journalism, computer skills and various professional skills. Thirty day classes, twenty night classes and about ten other specialised courses are conducted in UCC, An Ghaeltacht and abroad. Twenty part-time teachers, ten guest lecturers, six core Ionad staff teach approximately sixty groups of language learners over a single academic year. A further twenty guest speakers participate in twenty-six weekend courses held in the Gaeltacht centre Dún Chíomhain.

Built in tandem with language teaching services is a positive bilingual environment providing several occasions in the life and work of the College in which Irish can naturally be used. Language schemes, networks and activities including a resident on-campus Irish language community of students or Ionad Cónaithe Gaeilge are created and administered on a professional integrated basis by Ionad na Gaeilge Labhartha. Some 1500 participants avail of cultural activities promoted by an tIonad.

Up to thirty courses in association with academic departments and independently are offered annually in Dún Chíomhain, Gaeltacht Chorca Dhuibhne. Language seminars, professional applied skills courses as well as the UCC holiday language programme for about twenty staff families, are conducted there throughout the whole year.

The principal language programmes, networks and Gaeltacht activities of An tIonad are outlined in Appendix 2.

1.9 Translation Service

A limited translation service is provided by a formal Bord na Gaeilge subcommittee. The University’s public signs are rendered in bilingual format in cooperation with the

Buildings Office, Printing Office, departments, units and centres. Documents and various short reports or sections thereof are translated in particular those emanating from the President's Office, Registrar's Office and academic departments. A number of external state and semi-state agencies from Munster and around Ireland regularly seek advice on bilingual usage. The service has been expanded with the establishment of the first post of professional teacher - translator in Ionad na Gaeilge Labhartha in October 2005.

Further elucidation re specific key services and schemes is provided hereunder :

1.10 Facilities

An Seomra Caidrimh

An Seomra Caidrimh is available to all UCC staff as common room and is used by both staff and students as classroom, meeting venue, public lecture facility, music and dance centre. Up to two hundred people use An Seomra on a regular basis.

Dún Chíomháin

Dún Chíomháin, the UCC Gaeltacht centre is in continual demand. Twenty-six courses are conducted there annually. Intensive two-day courses for members of the Gaeltacht community and for professional groups are held *e.g.* Health Services Executive personnel. A new computer laboratory to take fifteen students has been installed and made ready for use. Dún Chíomháin operates completely through the medium of Irish.

About twenty staff families and some individual staff members spend periods from two days to one week annually in An Dún. Approximately 500 people are resident in the centre in the course of both academic and holiday periods.

1.11 Scholarships

Gaeltacht Scholarship Programme

About 150 students apply to participate in the Gaeltacht Scholarship Programme. The programme is available in April and September. Some twenty Gaeltacht households accommodate the participants. As well as the customary schedule of evening cultural events, a series of morning learning sessions have been introduced in order to facilitate further the students' closer interaction with both the living language and vibrant culture of An Ghaeltacht. Both learning sessions and cultural events prove very popular with students as evidenced in information contained in answers to detailed questionnaires which are distributed following programme completion.

Ionad Cónaithe Gaeilge - Scholarships

Twenty-six students live in the Irish language hall of residence. Scholarships valued at €400 each, sponsored by Bord na Gaeilge are conferred on each student successfully completing residency at year's end.

Gradam na Gaeilge valued at €1,000 and sponsored by Banc na hÉireann, is an annual prize which is accorded to the student or students who promote Irish most effectively in UCC during the year.

Scéim na Scol

As part of the Irish language schools liaison programme, advisory sessions are conducted by panels of three speakers in Irish language schools. Twenty-one speakers of whom nine are students, participate. Ten schools are visited. Six of these schools are situated in the Munster Gaeltacht.

1.12 Commencement Date of Scheme

This scheme has been confirmed by the Minister for Community, Rural & Gaeltacht Affairs. The scheme shall take effect from **1 December 2006** and shall remain in force for a period of 3 years from this date or until a new scheme has been confirmed by the Minister pursuant to Section 15 of the Act, whichever is the earlier.

CHAPTER 2

2.1 Provision of Services/Activities of the University

2.1.1 Academic Services

The major academic services are the Library and the Computing services. Major capital investment has been approved for the Library under PRTLTI which will boost its research mission. It will bring significant improvement in terms of reading facilities for postgraduate students, access to research materials and better IT facilities.

The Computer Centre has made very significant advances in addressing open access computing facilities for students with the number of open-access computers being increased from 120 to 570 in the past two years. Increased support for the development and support of computer systems in the area of human resources, finance and student records, which are a prerequisite for effective management information, has also been addressed.

2.1.2 Student Services

University College Cork is sensitive to the needs of students and is committed to creating a student friendly campus environment. Recent campus developments include:

- the completion of the extended Student Centre with internet café, meeting rooms and a full range of student services.
- a new multi-purpose state-of-the-art indoor Sports Centre, known as Mardyke Arena, complete with 25 metre pool.
- The completion of a major environmental enhancement of the university campus costing €4.5 million and funded by private contributions.

Extensive outdoor sports facilities ensure that the full range of student sports and physical recreation interests are catered for. There is also a lively clubs and societies scene that provides students with excellent opportunities for social involvement and personal development. UCC students have an excellent record of sporting success in national and international intervarsity competitions.

The range of professional services provided by the university includes careers advice, accommodation, student health and counselling. There is extensive support for students with disabilities. A number of faculties have implemented student mentoring programmes that provide frontline support for students, especially students in their first year.

The Students Union at UCC is actively involved in providing services to all students. The Union has three Sabbatical Officers dealing with student welfare issues, educational issues and publications/communications. A non-sabbatical officer

represents postgraduate students. The officers represent students on a number of University Committees and Boards, including the Governing Body and Academic Council, thus ensuring there is student involvement at all levels of decision-making in the university, indicating a commitment on the part of the institution to inclusion of the student voice on relevant matters.

2.2 Methods of communication with the Public

The University's principal means of communication with the public are :

- Documents arising from statutory requirements
- Press Releases
- Publications
- Websites
- Brochures and information leaflets.

Publications/ Methods of Communication in Irish and English

- President's Report
- Annual Accounts
- Annual Report of Bord na Gaeilge
- Bilingual Policy Document

Publications/Methods of Communication currently in English only

- Internal reports / reports which do not contain policy proposals
- Section 15 and section 16 Manuals under freedom of information
- University Statutes
- Quality Assurance Reports

2.3 Current Bilingual Services

Since 1973, UCC has a formal policy for the advancement of Irish. This policy, is reviewed and updated by the Governing Body from time to time (See Section 2 Towards a bilingual environment below). The policy is included as Appendix 3.

Through Bord na Gaeilge at UCC and Ionad na Gaeilge Labhartha a wide range of initiatives are supported with a view to providing a sustained Irish Language presence throughout the campus.

UCC's Bilingual Policy is attached at Appendix 2.

2.4 Units, Centres, Offices Currently Providing a Bilingual Service

The following departments/units currently provide a bilingual service:

Bealoideas & Eitneolaíocht
An Leann Ceilteach
Ionad na Gaeilge Labhartha
Roinn na Nua Gaeilge
Roinn na Sean agus na Meán Gaeilge.

The departments listed in Section 3.5 will provide a bilingual service according to the timescales set out in this scheme.

All other departments and units operate predominantly in English.

2.5 Gaeltacht Services

* covered under Dún Chíomháin, section 1.10

2.6 Centres, Offices using Irish as Principal Language

o Roinn na Nua-Ghaeilge

This academic department is staffed by seven lecturers including its head of department. It offers various academic degrees, diplomas and certificates in Irish language and literature *e.g.* BA, MA, MPhil, PhD, Certificate in Irish Studies, Diplóma i dTeagasc agus i Litríocht na Gaeilge. It also offers an evening BA degree programme in Irish for mature students and directs research resulting in several important publications in the area of Irish language scholarship.

o Roinn na Sean- agus na Meán-Ghaeilge

Staffed by five lecturers including its head of department, the department participates in two main degree programmes, BA Gaeilge/Irish and BA Celtic Civilisation. The programme in Celtic Civilisation provides a full degree qualification which may be taken in combination with another Arts subject. Celtic Civilisation is taught through the medium of English. The department directs research which forms the basis for cutting edge publications in the area of Early and Medieval Irish language scholarship.

- **Dámh an Léinn Cheiltigh**

The faculty's core departments are Early and Medieval Irish and Modern Irish. Its associated departments are Archaeology, History and Folklore and Ethnology. It offers a Degree in Celtic Studies and provides such on-line resources as a selected celtic bibliography, LOCUS : Irish Placenames Project, Index of Irish words discussed in journals etc. Its office is based in the secretariat of the department of Modern Irish.

- **Roinn an Bhéaloidis**

Having emerged as a separate department, Béaloideas/Folklore and Ethnology has been contributing to Arts Faculty degree programmes since 1977. It offers two such programmes : An Léann Dúchais and Folklore. The department employs five members of staff.

- **Ionad na Gaeilge Labhartha**

The Centre for Spoken Irish caters for 1600 part-time students and while employing eight full-time staff members, offers programmes in applied and conversational Irish. It provides language courses in UCC, in the Gaeltacht and in Germany at all fluency levels. Undergraduates, postgraduates, UCC staff and members of the public attend these courses. It enables participation in a bilingual environment which includes Irish language networks, schemes and cultural activities. A further 1600 students take part in the latter. A selected number of academically accredited language diplomas and certificates in Irish language studies are also offered.

- **Dún Chíomhain**

The university house is situated near Baile an Fhirtéaraigh in Corca Dhuibhne. Some 500 students attend about 26 courses each year while up to 20 staff families use the Dún during Summer vacation to improve fluency in the language. Courses are also offered to Gaeltacht residents and teacher training is provided for teachers in local Summer Language Colleges for second level students. The Dún is administered by Ionad na Gaeilge Labhartha. It accommodates 19 people at any one time and an up-to-date computer language laboratory has been installed recently.

CHAPTER 3

This Chapter outlines the areas and services identified by the University which shall be focus development under this scheme. Objectives are set for each area and the unit / department responsible for implementing the relevant improvement(s) are specified.

| Area | Description | Objective | Action | By End Year |
|---|--|---|---|--------------------|
| 3.1 Internal Communication | | | | |
| <i>3.1.1 UCC News</i> | The University produces a monthly news magazine entitled “UCC News” to provide information to staff. | The University will ensure that each edition of UCC News has an Irish language section with at least 1 article or news item in Irish | Department of Marketing and Communications and Ionad na Gaeilge Labhartha | 1 |
| <i>3.1.2 Staff Survey</i> | The Working Group on the Official Languages Act has surveyed the staff of the University on their capability to conduct business, orally and in writing through Irish. | The University will develop and maintain a web page listing those staff members (and their departments) who are willing and capable of doing business through Irish. | Computer Centre | 1 |
| 3.2 External Communication | | | | |
| <i>3.2.1 Switchboard</i> | The first point of contact for many external telephone callers is the University switchboard. | All switchboard staff will be provided with the necessary training and will answer the phone by referring to the name of the University in Irish and English. Switchboard staff will be provided with a list of staff members who can provide a service through Irish and be able to forward the call, without delay, to the office or officer responsible for offering the service required through Irish (where able) | Department of Human Resources | 2 |
| <i>3.2.2 Reception Centre, Main Gate / Experience UCC- Stone Corridor</i> | The Reception Centre and Experience UCC are the main point of contact for visitors to the University. | Staff of both facilities will be provided with the necessary training and will greet visitors in Irish and English | Department of Human Resources | 3 |

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| | | | | |
| 3.2.3 <i>Campus Radio</i> | Campus Radio broadcasts within Cork City to students of the University and the public. | Aras na Mac Leinn will ensure that at least 1 programme per day be broadcast through the medium of Irish. | Aras na Mac Leinn | 1 |
| 3.3 Media | | | | |
| 3.3.1 <i>Press Releases</i> | Press releases are currently issued in English by the Office of Marketing and Communications. | The University will ensure that at least 6 press releases per annum on important University events will be issued to the media in both Irish and English | Office of Marketing and Communications and Ionad na Gaeilge Labhartha | 2 |
| 3.3.2 <i>University Spokespersons</i> | University Spokespersons | The University will identify spokespersons with the capability of representing the institution with Irish language media and circulate the list to the relevant organizations annually | Bord na Gaeilge and Monitoring Committee (See Chapter 4) | 1 |
| 3.3.3 <i>Links with Post-primary schools</i> | The University operates an extensive programme of contact with post-primary schools in the Munster region. | The University will strengthen the links with those Gaeilcholaisti and post-primary schools operating fully or partly through the medium of Irish. | Ionad na Gaeilge Labhartha & Registrar's Office | 2 |
| 3.4 Information Technology | | | | |
| 3.4.1 <i>University Website</i> | The University has implemented a new website down to Faculty level based on a standard design and layout. | The University will ensure that the website is available in both Irish and English to at least two levels from the home page. This provision will not apply to downloadable or technical documents from the relevant web pages. | Department of Marketing and Communications | 1 |
| 3.4.2 <i>E-mail addresses - staff</i> | E-mail addresses: University e-mail addresses are currently in the following format: name@ucc.ie | The University will make the following format available to staff: ainm@foireann.ucc.ie | Computer Centre | 2 |
| 3.4.3 <i>E-mail addresses - students</i> | Student e-mail addresses are not currently available in the Irish format. | The University will make the following format available to students: ainm@macleinn.ucc.ie | Computer Centre | 3 |
| 3.4.4 <i>Student</i> | Student Registration: | As part of the on-line | Registrar's | 3 |

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|-------------------------------------|--|--|--------------------------------------|---|
| <i>Registration</i> | Student registration has traditionally been completed in person. The University is in the process of making on-line registration available to students. | registration project the instructions will be in Irish and English and the option of the student having biographical information recorded in Irish or English will be provided. | Office | |
| <i>3.4.5 Interactive Systems</i> | Student registration on-line will be in line with the requirements in the Act for interactive systems to be bilingual | In the course of this Scheme, full-time undergraduate degree course application and registration will be made available bilingually to students on line. | | 3 |
| <i>3.4.6 Central IT Systems</i> | From time to time the University conducts projects to introduce new or replacement computer systems. Requirements statements for such systems will document those areas of the proposed system where the provision of service through the Irish language is relevant. These requirements will be discussed with prospective providers of such systems. | Once a system has been selected a plan will be prepared for bringing the system into service. This plan will include a section explaining how the requirements relevant to the provision of service through the Irish language are to be addressed_ and implemented. | Computer Centre / Registrar's Office | 3 |
| <i>3.5 Central Student Services</i> | | | | |
| <i>3.5.1 Registrar's Office</i> | The Registrar's Office provides the key central academic services for students | The Offices in the Registrar's area of responsibility for student administration, namely Admissions, Student Records and Examinations Office and International Education Office, will, during the period of the Scheme, ensure that a staff member will be made available to conduct business effectively in both Irish and English. | Registrar's Office | 3 |
| <i>3.5.2 Fees Office</i> | The Fees office is part of the Finance Office of the University and deals with all matters relating to student fees consulting with many students in | The Finance Office will, during the period of the Scheme, ensure that a staff member in the Fees Office will be made available to conduct business effectively in both Irish and | Finance Office | 3 |

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| | person. | English. | | |
| <i>3.5.3 Boole Library</i> | The Boole Library provides lending and information services to students. | The Library will, during the period of the Scheme, ensure that a staff member is available at the main lending desk to conduct business effectively in both Irish and English. | Boole Library | 3 |
| 3.6 Training | | | | |
| <i>3.6.1 Intensive/Standard training for staff</i> | The working Group on the implementation of the Act surveyed all staff on their competence in spoken and written Irish. | The University will, through Ionad na Gaeilge Labhartha, organize and deliver standard / intensive training programmes for staff who indicated a willingness to have their Irish skills enhanced. | Ionad na gaeilge Labhartha | 2 |
| <i>3.6.2 Language for Special Purposes</i> | The Working Group recognizes that targeted training will be required for staff undertaking contact with students and the public at various contact points. | The University will provide standard / special-purpose language programmes for staff with specific requirements to facilitate delivery of services or parts of a service through Irish | Ionad na Gaeilge Labhartha | 2 |
| 3.7 Publications | | | | |
| <i>3.7.1 UCC Publications</i> | The President's report and Annual Accounts are published in both Irish and English. | During the life of this scheme the University will publish the following documents in both languages: <u>Student Information</u> Welcome to UCC: which is an amalgamation of all the information previously made available to students in separate brochures/forms on entry to First year . UCC Annual Sports Brochure to Students | Registrar's Office Department PE and Sport | 2 |
| 3.8 Education | | | | |
| <i>3.8.1 Courses</i> | The University provides a number of programmes with Irish course modules. | During the period of this scheme the University will investigate the possibility of similar input to further courses and/or the creation of new courses. The possibility of | Registrar and Vice President for Academic Affairs | 3 |

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| | | developing new courses through Irish will be investigated with other Third level institutions. | | |
|--|--|--|--|--|

CHAPTER 4

4. Monitoring of the Scheme

- 4.1. Overall responsibility for monitoring and reviewing the Scheme will rest with the University Management Group (“UMG”).

On behalf of the University Management group the implementation of the Scheme will be monitored on an on-going basis by a Monitoring Committee which shall report to UMG.

The Monitoring Committee shall be comprised as follows:

Academic Vice-President (Chair)

3 Members nominated by Bord na Gaeilge

Registrar and Vice-President for Academic Affairs

Director of Buildings and Estates

Director of Human Resources

Oifigeach na Gaeilge, UCC, Students Union

Monitoring of the Scheme will be a structured and continuous activity, and will include:

- monitoring the level of queries and requests for services through Irish and the ability to respond effectively to these requests;
- evaluation of the University’s performance against the targets set out in the Scheme;
- monitoring the implementation of specific measures against the agreed timescale, such as the translation of signs and notices and web pages;
- agreeing and monitoring the programme of translating publications;
- monitoring the compliance of the University in the delivery of services to the public;
- monitoring the implementation of training measures in accordance with the commitments set out in the Scheme;

- investigating complaints and carrying forward suggestions made to the University.

4.2. The day-to-day monitoring function will be carried out primarily by the Heads of Department/Centres/Units in the areas identified above.

Periodic audits will be undertaken to assess the level of demand for services through Irish and to ensure that the University builds its capacity to meet this demand in a planned, coherent way.

At the end of the first 3 Year Scheme, a review of the University's performance against the Scheme will be undertaken by a Working Group. Departments/Centres/Units will be required to report on their adherence to the commitments detailed in the scheme. The review will assess the University's achievements against the timescale for individual measures set out in the Scheme and against ongoing targets.

4.3. The contents of this scheme will be publicised to the general public by means of the following:

- Official Launch of the Scheme
- Press Release
- Circulation to Appropriate Agencies and Public Bodies
- UCC Website
- Bord na Gaeilge / Ionad na Gaeilge Labhartha websites

A copy of the Scheme will also be forwarded to Oifig Choimisinéir na dTeangacha Oifigiúla.

4.4. The results of the review will be collated and published by the Monitoring Group in a Report submitted to the Governing Body through the University Management Group. The report will include information on the University's performance against the targets set out in this Scheme, and will provide explanations and detail any remedial action where these targets have not been met.

Appendix 1

1. language programmes both general and academic,
2. networks, schemes, cultural activities,
3. weekend courses in An Ghaeltacht, Gaeltacht services.

I Language programmes both general and academic

| | |
|---|-----|
| 1. Undergraduate, postgraduate and mature students | 120 |
| 2. An Teastas Gaeilge for HDE students | 16 |
| 3. Absolute Beginners : | |
| i) American JYA, Erasmus, Socrates, Tempus | 198 |
| ii) EFL students, Language Centre | 30 |
| iii) Ruhr Universität Bochum, Germany | 50 |
| iv) University of Delaware students | 40 |
| v) Overseas students c/o Intern. Educ. Office | 62 |
| 4. Secondary school students c/o Access Office | 125 |
| 5. Diploma in Applied Irish (GA1041) | 12 |
| 6. Diploma in Irish CALL (GA1050) | 06 |
| 7. BCL Law with Irish (GA2010) | 06 |
| 8. Computer Skills | |
| i) intramural/extramural students | 10 |
| ii) Gaeltacht community | 08 |
| iii) Cork Association for the Deaf (CAD) | 06 |
| iv) Powerpoint for staff | 08 |
| v) Blackboard workshops/Excellence in teaching for academic staff | 90 |
| 9. First years, Dept of Modern Irish | 45 |
| 10. i) UCC staff | 40 |
| ii) NMRC staff | 20 |
| iii) Ionad staff | 05 |
| iv) Staff training and induction | 40 |
| 11. Members of the public (ten and twenty week evening) | 340 |
| 12. Teaching methodology | |
| i) two sessions | 24 |

| | |
|--|-------------|
| ii) four sessions (Coláistí Samhraidh) | 103 |
| 13. i) Precise usage | 15 |
| ii) Journalism | 28 |
| | <hr/> |
| Sub-Total : | 1447 |

II. Networks, schemes, cultural activity

| | |
|--|-------------|
| 1. Irish language hall of residence (31 applicants) | 26 |
| 2. Schools Liaison Scheme | 20 |
| 3. Public lectures, festivals, concerts, receptions, book launches | 985 |
| 4. Seomra Caidrimh regular users | 150 |
| 5. Bridging the Gap | 80 |
| | <hr/> |
| Sub-Total : | 1261 |

III. Weekend courses/Gaeltacht Services

| | |
|--|-------------|
| 1. Students attending weekend courses not included above | 126 |
| 2. Gaeltacht Scholarship Programme | 74 |
| 3. Language programme for families of staff | 70 |
| 4. Seminar for Southern Health Board Personnel | 40 |
| | <hr/> |
| Sub-Total : | 310 |
| Total : | 3018 |

Appendix 2 – University College Cork, Policy on Bilingualism