

## **Meeting Minutes**

### **Teaching Sustainability Languages Subgroup**

**18 September 2025**

#### **1. Welcome and apologies**

**Attendees:** Fiona Devine (Chair), Julia Dobson, Huw Twiston Davies, Ben Cawley, Isobel Morgan, Emma Rose, Lexy Cummins, Camden Reeves, Gemma Gaffney, Emma Wilson, Helen Dunning (Secretary)

**Apologies:** Kathryn Howard, Jayne Hindle, Thomas Schmidt, Fiona Smyth, Catherine Tann

#### **2. Minutes from the last meeting: for confirmation**

The [minutes](#) were confirmed as an accurate record of the meeting, subject to one minor amendment which has since been corrected (the spelling of Frank Eissa-Barroso).

#### **3. Terms of Reference**

The Terms of Reference were agreed.

#### **4. Outstanding actions**

<b>Action Number</b>	<b>Action Description</b>	<b>Update</b>
61	A specific languages update is to be included on the StaffNet webpage going forward.	Draft with BC - 16/09
78	JD will look at UK profiles for modern languages and cultures and maths and modern languages and cultures and computer science.	Awaiting updates
79	JD to ask Elizabeth Mccullough for data on LEAP provision to STEM programmes.	Update from JD 05/09/25 - she is checking with Elizabeth
87	Obtain data on what share of the market for LEAP we currently have.	Update from JD 05/09/25 - has not had a chance, since July, to identify this data. JD to contact LC if any Faculty support required

[Action Log - Languages Subgroup.xlsx](#)

#### **5. RAID**

- LC noted that the umbrella model has not yet been addressed in the risk log; this will be actioned once a clear operational and strategic plan is confirmed by the school, which is expected by the next meeting.
- Any comments or additions should be directed to LC.

#### **6. Chair's update**

- The HEPI report on foreign languages which highlights the challenges being faced is available to access via StaffNet. FD suggested all to revisit list of recommendations to look at what it within our remit/control.

- Report from the British Academy on the work on hot and cold spots is being added to StaffNet by BC. TS will be attending online seminar.

## 7. Admissions update

- ER shared data from 27 August relating to unconditional firms; this data set was used as it enables comparison with previous years. It was acknowledged that attrition is expected by 1<sup>st</sup> Dec with higher rates particularly among international students.
- There were 395 UFs made in MLC this year compared to 372 last year.
- Of the 41 programmes that have been withdrawn, 13 had 1 or 2 UFs and so will run this year.
- Significant growth has been seen in Spanish and Japanese.
- Enrolments in Russian, German and Arabic are down.
- PGT admissions will be discussed at the next meeting.

## 8. Programme of work for 2025/26

### 8.1 The programme of work for 2025/26 as follows:

- Transition to the umbrella model for E2027
- Programmes within scope of review (17 UG, 1 PGT)
- Course unit framework
- LEAP
- MLBM

### 8.2 Programmes within scope for review:

- 17 UG programmes that have been identified that have not recruited 4 or more students in any year (E2018–E2024). FD proposed these programmes be discussed for closure.
- Deadline for withdrawal is end of March 2026, with a view to the last intake being in 2026. Decisions will need to be made by the Languages Subgroup by December 2025.
- JD suggested that as we are moving to the umbrella model, it will allow to make a better case for combinations, have not had opportunity yet to promote.
- JD highlighted the effect closure of programmes will have on morale while structure is being reviewed. FD acknowledged this but reiterated the need to make decisions to structure the umbrella model.
- Cumulative impact of withdrawals – issues of size and viability of subjects. Need to look at what impact the closure of programmes with very small numbers would have on the subject in terms of sustainability.
- There is a hope that there will be other subjects within the school that can level out the numbers that could be lost if programmes with very small uptake are closed.
- CR asked if we are looking at half programmes and if there is a minimum range of students needed to make a programme viable.
- Need to confirm how many programmes run for each language, and what the cumulative headcount for each of those languages is, so we can see what impact withdrawing a programme would have.
- ER to pull out data year-by-year of headcount by language, with all years included. Analysis based on intake has been shared. **Action: ER**
- PGT programmes within scope of review were discussed. Part time provision will be withdrawn and due to the average intake falling below 10 (average between E2028 – E2025) the MA in Modern Languages

and Cultures is proposed for closure, however, there may be opportunities to do something else within this space. This will be revisited in the next Languages Subgroup meeting.

## **9. Operational framework for the umbrella model**

EW gave an update on progress from a PS perspective:

- The School and Faculty PS teams convened over the summer and continue to refine the approval process, with the aim of reaching agreement at the next meeting.
- Draft mapping and action plans have been completed to support this development.
- Stakeholder engagement is ongoing, with the final meeting scheduled for 23 September. JD, CR, and GG have been actively involved in these discussions.
- All required documentation must be finalised by early next year.
- Marketing materials and CMA compliance are under review to determine whether existing specifications can be adapted or require full rewrites. Resource planning is also underway.
- ER will liaise with Amanda regarding admissions requirements, and KH will lead on the marketing aspects. **Action: ER, KH**
- The team will continue to progress the umbrella model. It was noted that this will be challenging but not unachievable at this stage. FD advised that, should significant obstacles arise, we can pause and reflect. Given time constraints, it was also agreed that additional meetings may be convened and certain matters progressed via Chair's action if necessary.

## **10. LEAP Update**

- JD awaiting update from Student Marketing and Recruitment team. Recruitment remains open for 2025.
- Online programmes running in Polish and Russian. Looking to expand next year, pending feedback and reflections on this academic year.
- LEAP healthcare language uptake lower than expected. Marketing and promotion to be reviewed.
- LEAP to be reviewed at next Languages Subgroup meeting once intake figures are confirmed.
- BC to update KH on request for separate public registration webpages. **Action: BC**
- JD and KH to discuss competitor analysis and market landscape. **Action: JD, KH**

## **11. Modern Language and Business Management – change from “and” to “with” programme**

- Preliminary discussions have taken place and will be incorporated into the umbrella model discussions.
- CR to meet with Anna Goatman to discuss. **Action: CR.**

## **12. Communications Update**

- British Academy report has been added to StaffNet, along with a 2-page summary.
- Shape report from British Academy Information on the programme of work for 2025/26 to be added to Languages Subgroup section of StaffNet. **Action: BC**
- JD to remind colleagues to access StaffNet.

## **13. AOB**

- JD has shared an update from Alex and Elizabeth on the Market Insights work, LC to invite to next Languages Subgroup meeting to present on final report. HD to look at extending November Languages Subgroup meeting to 2 hours if necessary.
- FD suggested that JD may wish to look at the Bank of England initiative working to support Economics teachers to see if something similar can be done with Languages. FD to share information on launch event. **Action: FD, JD.**

#### 14. Summary of actions and decisions

ACTION/DECISION	DESCRIPTION	OWNER	DEADLINE
Action	ER to pull out data year-by-year of headcount by language, with all years included.	ER	Next meeting
Action	ER to speak to Amanda Grimshaw about implications for admissions requirements and KH in terms of marketing side for umbrella model	ER, KH	Next meeting
Action	BC to feedback to KH regarding the ask for separate webpages for members of the public looking to register.	BC, KH	Next meeting
Action	JD to discuss work looking at competitors and what the market currently looks like with KH.	JD, KH	Next meeting
Action	CR to meet with Anna Goatman to discuss change from “and” to “with” programme	CR	Next meeting
Action	Shape report from British Academy Information on the programme of work for 2025/26 to be added to Languages Subgroup section of StaffNet.	BC	Next meeting
Action	JD to look at the Bank of England initiative working to support Economics teachers to see if something similar can be done with Languages. FD to share information on launch event	FD, JD	Next meeting