

Questionnaire on non-degree language provision

- digest of responses from 10 institutions (prepared by David Nott, Lancaster University):

AST	Aston University, Birmingham	ROE	University of Surrey, Roehampton
CIT	City University, London	SSX	University of Sussex
LSE	London School of Economics	UCC	University College, Cork
NGM	University of Nottingham	UEA	University of East Anglia
RHL	Royal Holloway, London	YOR	University of York

Note Data felt by individual institutions to be sensitive have not been included

1 Policy

[a] Does your University have a University Wide Language Policy?

- 6 yes, 4 no. But one or two of the 'nos' clearly have a CWL Programme

'Sussex rejected a CWLP, but we can prove there is demand and are pushing for a more comprehensive lang availability' (SSX)

[b] If so, please outline briefly what this policy covers.

- Credit-bearing lang modules as part of degree 4
- Credit-bearing lang courses not part of degree 3
- 'Langs for all'-type courses 3

'We teach LFA classes all over our campus in addition to within the LTC. It is also part of our philosophy to do this, as we want to create an environment where languages are taught within other departmental areas (e.g. science) and so are seen as an integral part of student activities for everyone' (YOR)

2 Management

[a] The person responsible for non-degree language teaching is on:

- Academic scale 3
- Other Related scale 6

[b] The line manager of the person responsible for non-degree language teaching is:

- A Head of Department 4
- A Head of Faculty or Division 1
- Free-standing Lang Centre/Unit etc 4

[c] The Centre/Unit responsible for non-degree language provision reports to:

- A Department 4
- A Faculty/Division 2
- Services/Education/Cross-faculty 3

3 Premises and equipment

[a] If a [part of a] building is designated as a 'Language Centre/Unit' [etc]:

- Number and size of teaching rooms 3-8 rooms 8-30 capacity
- Resources room/centre for students CIT LSE NGM RHL ROE
UCC UEA YOR
- Resources room/centre for staff CIT LSE2 RHL SSX
- Audio lab RHL2 SSX* UCC2 UEA YOR
- Video lab LSE (A/V) RHL*2 SSX* UCC UEA
- PC room LSE RHL ROE SSX* UCC [* = shared]
- Recording studio NGM UEA

[b] If premises are shared with the ML or other department:

- 'Facilities are managed by the Language Centre but are a central resource for all lang
depts as well' UCC
- 'Resources shared with Lang Institute, which is being refurbished as self-access
centre' SSX
- Self-access centres elsewhere on campus with A/V, PCs etc NGM2
- Audio/Video labs NGM5
- PC lab networked to 2000 PCs on campus YOR
- Teaching rooms booked centrally NGM RHL

4 Staffing

[a] Teaching staff. Approx number employed on non-degree language teaching:

- Full-time staff on indefinite contract
CIT3 LSE4 NGM3 RHL7 SSX1 UCC* UEA2 YOR1
- Full-time on fixed-term contract CIT6 LSE1 NGM4 RHL5 SSX5 YOR1
- Part-time/hourly-paid
CIT83 LSE50 NGM10 RHL5 ROE10 SSX20 UCC6 UEA11 YOR45
*29: but 2/3 of Lang Centre staff teaching hours are with ML degree students

[b] Teaching qualifications. Approx numbers who are:

- Native speakers based in the UK
CIT 'almost all' LSE11 NGM10 RHL17 ROE10 SSX23 UCC19 UEA6 YOR27
- Native speakers based abroad eg lectors LSE2 UEA2
- Qualified teachers eg PGCE
CIT 'most' LSE53 NGM17 RHL14 SSX 'all' UCC35 UEA9 YOR15

[c] Administrative staff for non-degree language courses [approx FTEs]:

- CIT 2 LSE 1* NGM 0.5~ RHL 2 ROE 1 SSX 1 UCC 3 UEA 2# YOR 2
* plus 6 students ~ term-time only # = 5 shared

[d] Amount of technical support available:

- None 4 Less than 1.0 3 More than 1.0 2

5 Finance

[a] In general, are non-degree language courses at your university subsidised?
partly self-financing? profit-generating?

- 100% subsidised ROE
 - Partly subsidised (top slicing, or from FTEs) CIT NGM* RHL
 - No charge for use of premises LSE YOR
 - 0% subsidised SSX UEA
 - Profit-generating CIT UEA
 - Review of financial arrangements under way NGM UCC
- *1/6 FTE per student per semester; also some subsidy from Information Services
Budget: 'Investigations are under way to see how this can be improved' (NGM)
'A recurrent budget is made available and tailor-made courses are charged to depts'(CIT)

[b] Estimated sources of income available for running non-degree language courses

- Course fees paid by customers 100%: SSX UEA
60-70%: CIT RHL UCC YOR
- Subvention from University 25%: RHL
- Subvention from source outside the university eg for specific lang
CIT 30% RHL 5% UCC (tutor funded for Dutch) UEA (for Dutch & Greek)

[c] Costs of running a non-degree language programme [as % of total costs]

- Central charges CIT 30% RHL 25% UEA 7%
- Tutors' salaries CIT 40% LSE 87% RHL 55% SSX 35% UEA 70% YOR 60%
- Admin and technical salaries CIT 20% LSE 2% RHL 3% SSX 60%
UEA 16% YOR 15%
- Rooms and equipment CIT 30% LSE 5% RHL 0% SSX 0% UEA 5% YOR 10%
- Books, software, recurrent exp. LSE 5% RHL 17% SSX 5% UEA 2% YOR 15%

6 Languages, levels and certification

(Level[s]: 1 = beginners, 2 = intermediate, 3 = post GCSE, 4 = post A level.)

English levels 2-4: LSE 750 RHL UCC 200

- EFL is part of FL provision: CIT RHL ROE UCC
- EFL is provided separately: SSX UEA

Foreign languages

- Internal certification LSE RHL# UCC* UEA YOR
external certs available for F, G *about 50% of students

'All courses are examined and assessed as part of the normal university examining system (and can be taken as part of degrees if wished), with an internally validated certificate being awarded at graduation' (YOR)

7 Students

[a] Status of non-degree language students, as % of all non-degree language students:

- % following undergraduate degree including 1 or more languages
CIT 0 LSE 0 RHL 60 SSX 5 YOR 5 <UCC 95*
- % following undergraduate degree with no language element <(cert courses)
CIT 40 LSE 45 RHL 20 SSX 40 YOR 40 <UCC 95*
- Following postgraduate course
CIT 20 LSE 50 RHL 20 SSX 10 YOR 30 UCC 5
- Local, not registered for u/g or p/g course LSE 5 SSX 28 YOR 15

*UCC 'interest' courses: ug/pg/staff 50%, local 50%

[b] Origin of non-degree language students, as % of all non-degree language students:

- UK CIT 30 LSE 15 RHL 20 YOR 80
- Other EU CIT 30 LSE 35 RHL 25 YOR 10
- Other Europe (non EU) CIT 10 LSE 10 RHL 10 YOR 0
- Middle East/North Africa CIT 10 LSE 10 RHL 3 YOR 2
- Asia CIT 20 LSE 25 RHL 42 YOR 3
- North America CIT 0 LSE 5 RHL 0 YOR 5
- Irish UCC 100 (except EFL: 100% EU)

'We have an increasing number of students from Asia and EU (non UK) numbers are rising, particularly in the lower stages of language' (NGM)

'At the moment most EU students do lang studies. Most science schools offer an Erasmus year with lang studies in the first two years. Second year scientists have a lang option – a mini langs for all' (SSX)

8 Additional information/remarks

'We recognise that the needs of our students are changing and that we are increasingly being asked by both p/gs and u/gs if they can pay to join our courses where there is room to accommodate them. Five years ago this was not the case – all were catered for by the Inter Faculty Languages Programme. The need to have a facility in a language seems to be more to the fore in the mind of the students and we are about to look at reorganising what we do to make the necessary provision. On the other hand we find that increasingly home departments are creating more compulsory modules and therefore restricting students in their choices, and many are prepared to pay £100 per semester to take part in our provision, including assessment. An interesting turn of events in these days of student hardship!' (NGM)

'Many thanks for sending the composite answers. I have been campaigning for the Language Centre to be funded centrally and the others' replies provide me with good arguments for that' (UEA)

[Digest of responses prepared by David Nott, DELC, Lancaster University, March 2001]