

Meeting: 21-10-2020 15.15-17.00

Online meeting – Zoom

Uddannelsesnævnsmøde Engelsk

Participants:

UN members:

Mark Eaton, Ushma Chauhan Jacobsen, Tabish Khair, Sandro Nielsen, Anne Schjoldager, Sten Vikner, Tenna Blindbæk, Emily Virginia Hus, Amalie Kathrine Kjærulff, Emma Hundahl Kærsgaard, Sofie Lavall Nøjsen, Henriette Feldborg Olesen, Emilie Bak Sand.

Observers:

Louise Bjerregaard, Ann Carroll-Bøgh, Ida Chalmer Hansen (studievejledning), Trine Susanne Johansen, Dominic Rainsford, Mejse Voss.

Referat

Uddannelsesnævn Engelsk

Dato: 14. november 2020

Ref: Louise Bjerregaard

Side 1/5

1. Approval of the agenda

The agenda was approved.

Chairman Sten Vikner (SV) informed the UN that the current Head of Department Dominic Rainsford (DR) will continue as Head of Department the next three years.

2. Approval of the minutes

See document *UN-Engl-2*, also found in O:\ARTS_CC-ENG-UN\Archive\Referater.

The minutes were approved.

3. Newsletter from Arts Studies

See document *UN-Engl-3*.

Louise Bjerregaard (LB) informed the UN about the most recent newsletter from Arts Studier, and explained that all elective courses (*valgfag*) for spring 2021 are now visible in the course catalogue. Students' registration period is November 1-5, 2020.

Furthermore, the project *Akademiker i Erhvervslivet* has sent the first 17 graduates from all three departments at the Faculty of Arts to their first job in 21 companies. Half of the employments will take places in autumn 2020 and the other half in autumn 2021. The project will also contribute with cases for the 3rd semester MA profile course (*profilfag*) *Humanistisk Innovation* and will host regular events for the students. Students can sign up for the LinkedIn-network, and everyone can follow the project at the website:

<http://www.akademikerierhvervslivet.au.dk/>

In week 43, university students and graduates will receive in their e-Boks an invitation to fill out a questionnaire that provide data for the *Uddannelseszoom* and *Læringsbarometret*, and also for parts of the data that the UN will process in April/May 2021 regarding *studiemiljø* and *studieintensitet*. Students and teaching staff are therefore encourage to

make an effort to motivate the students to complete the questionnaire. A general AU communication plan has been made with the associated website, Social Media plan, material for teaching staff etc., which the faculty's communications staff have been given access to. *Uddannelses- og forskningsministeriet* has published a catalogue with examples and inspiration for increased *studieintensitet*: <https://ufm.dk/publikationer/2020/filer/31-08-2020-katalog-studieintensitet.pdf>

Analyse og indberetning have completed the work with the half-year degree programme data for the first half of 2020 and has made a status which includes a number of key figures and other figures of special interest concerning the university's degree programmes, e.g. applications, admissions and exam statistics. The status is found in two editions, a PDF print and the Power BI report UDD halvårlig status 012 that can be found at the website: <https://medarbejdere.au.dk/strategi/uddannelse/kvalitetsarbejde-paa-aarhus-universitet/au-uddannelse-ledelsesinformation-i-power-bi/>

Furthermore, the deadline for submission of the internationalisation electives (*IV-fag*) for autumn 2021 and spring 2022 is November 20, 2020. The proposed internationalisation electives are dealt with by the Board of Studies (SN) in January 2021. Each Head of Department is responsible for contributing a total of three electives before the deadline at this online form: <https://medarbejdere.au.dk/fakulteter/ar/til-undervisere-paa-arts/undervisning/collecting-proposals-for-internationalisation-electives/>

4. Emergency academic regulations to make alternative exams possible to replace exams affected by the corona virus emergency, winter 2020/2021

See document UN-Engl-4a, -4b, -4c, -4d.

SV informed the UN that the *uddannelsesledelse* of the Faculty of Arts has decided that Zoom is the solution if Corona makes normal oral exams impossible. Similarly, if necessary, written on-site examinations (*skriftlige tilsynsprøver*) will be replaced by short set take-home assignments (*korte bundne hjemmeopgaver*), as was the case during the summer 2020. On the basis of these starting points and experiences from the spring, the Head of Department and the UN chair have drawn up a plan for the reorganisation of the exams, which will be processed and submitted for approval by the Board of Studies (see document UN-Engl-4b). UN should approve the reorganisation plan in document 4b and the emergency academic regulations (*nødstudieordninger*) for the two written on-site examinations in document 4c (*English linguistics 1: Levels of language*) and 4d (*English language in theory and practice*). UN should recommend the documents for approval in the Board of Studies. The approved documents from the UN should be submitted to the SN-secretary no later than October 22, 2020, at 12 noon.

SV pointed out that the exam length in *English linguistics 1: Levels of language* will be changed in the normal exam from 5 hours to 8 hours in the emergency exam with 3-8 standard pages. In *English language in theory and practice*, the emergency exam is 5 hours with 3-6 pages, which is the same for the normal exam. In both emergency academic regulations, aids are removed.

Decision: UN approved all the documents for approval by the Board of Studies. LB will send the documents to the SN-secretary after the UN-meeting.

5. Regular changes to academic regulations

See document UN-Engl-5a, -5b, -5c

SV informed that the UN need to approve and recommend the changes to the academic regulations in the three documents 5a, 5b and 5c, if they are to take effect from September 1, 2021. The Board of Studies will discuss and hopefully approve changes recommended by the UN at the SN meeting on November 28, 2020. The deadline for submitting such to the Board of Studies and the SN-secretary is November 19. On the base of this information, the UN discussed the changes to the academic regulations in the three documents:

BA IVK, *Philosophy of science and scientific methods*:

The UN discussed the reasons behind the changes in the document. The UN considered this to be an announcement that the academic regulation should be changed due to planning of rooms. The UN wanted to know more about the background for the changes before the proposal could be approved.

Decision: DR oriented the UN that he has a meeting with Head of Department for the Department of German and Romance Languages and will discuss this issue with her at the meeting.

BA TV Strategic Communication in Organisations, *Digital communication*:

Decision: The UN approved the changes without comments. LB will send the document to the SN-secretary after the UN meeting.

KA ICS, *Local representations*:

The UN asked about the two articles in the exam and whether they could be written in groups with clearly statement of which part of the article each student is responsible for or if a group should produces two articles per student in the group. The UN requested that the individuality in the exam became clearer.

Decision: Mark Eaton would discuss this with the teacher and revise the document. The UN agreed that the revised version would be send to only the UN chair, DR and Sandro Nielsen. After they have revisited the document with the new changes, the document will be send to LB before November 19.

The document was approved and send to LB by e-mail, October 23. LB sent the document to the SN-secretary the same day.

6. Status concerning candidate lists for the upcoming election to the SN/UN

See documents *UN-Engl-6a* and *-6b*.

In connection with the elections at AU in November, the UN was briefed on the current status concerning the recruitment and the lists of candidates (both teaching staff and students are up for election) by the UN chair. Link to the election circular 2020 (*valgcirculære*) at AU's website: <https://medarbejdere.au.dk/strategi/valg/valgcirkulaere-2020/>. Deadline for submission of candidate lists was October 23, 2020, at 12 noon.

The list of candidates for the students were made and submitted before the UN meeting, and it contained the names of several new students compared to the students present in the current UN. The list had a varied representation of the students in the Department of English, where both ICS, IVK and SLK were represented.

The list of candidates for VIP were made, as presented in document 6a and 6b, and it contained of VIP from both ICS, SLK, IVK, the BA TV Strategic Communication in Organisations and the BA TV in Contemporary Communication in English. The list was submitted after the UN meeting. SV noticed to the UN that there will be no change of practice envisioned in VIP representations in the UN, i.e. the UN will still try to ensure that all coordination areas are represented, even if this means inviting as an observer who is not on the list.

Therefore, both of the lists were to be submitted, October 21 – before the deadline.

7. Submission rates of MA theses (*specialer*)

See the document *UN-Engl-7*.

The UN discussed the list with submission rates of MA theses by September 2, 2020, and discussed the numbers for the English Department. The list was only a list of MA theses handed in in the second attempt, and it therefore didn't include MA theses submitted on time on June 1, 2020. DR told the UN that the list was not official for the second attempt, since it could be updated with more numbers from September and October, 2020. SLK were slightly better than average for IKK – although still with room for improvement. The completion figures for CLM and ICS (not just English) were less good. Student asked if it could be related to the Corona situation, which VIP and students found understandable.

8. IV-fag plans for the academic year 2021-2022

SV informed the UN that deadline for submission of *IV-fag* for 2021-2022 is November 20, 2020. This is a prerogative of the Head of Department. However, the UN could choose between carrying on with the three present courses or asking VIPs to submit suggestions for *IV-fag* in time for the next UN meeting, November 18.

Decision: The UN discussed the three present courses which DR suggested should be carried out again. The UN recommended that DR first asks the teachers of present *IV-fag* if they want to carry on at least one more year, and where this was not the case, DR should consult with individual teachers about replacement courses. The UN will revisit the item on the agenda for the next UN meeting where DR would present more about the *IV-fag*.

9. Advance warning of next month's discussion of teaching evaluation questions

SV informed the UN that as for the end-of-term teaching evaluations, the Board of Studies is expected at their October meeting to approve the same questions as the ones used in the current semester, and the UN will have to decide in November whether also to repeat the recommendations for the current semester (which can be found in the minutes from the UN meeting in June 2020).

SV asked the UN regarding the end-of-term teaching evaluations, autumn 2020, if they should consider whether or not to recommend that VIPs add Corona-specific questions in this semester like the UN suggested in connection with spring 2020.

For spring 2020, the UN recommended the addition of three corona-specific questions:

- *How has the change to online teaching affected your learning in this course?*
- *How did the transition to online teaching in this course go?*
- *How has the change to online teaching affected your level of participation in this course?*

SV asked if there in the autumn semester instead should be made one broader question, e.g. *Would you like to comment on the mix between online and on campus sessions, or on how well the teachers have handled this and other corona-specific aspects of the course?*

The UN discussed this one broader question regarding the Corona situation, and it was found to be important in the end-of-term teaching evaluation, autumn 2020.

Decision: For the end-of term teaching evaluation, autumn 2020, the UN will recommend to teachers that they add not just the usual question about the academic level but also a Corona-specific question along the following lines (with the recommendation that this question is adapted so that it is directly relevant to the course in question):

- *Would you like to comment on the mix between online sessions and on campus sessions or on any other corona-specific aspects of the course?*
- *Har du nogen kommentarer til fordelingen af online undervisning og almindelig campus-undervisning eller til andre corona-specifikke aspekter af kurset?*

10. Items from the Agenda of the School of Communication and Culture Board of Studies (IKK Studienævn)

None of the following points was discussed by the UN:

- *Item §4. Evaluering af studiestarten 2020 og orientering om AU's planer i forhold til*
- *nystartede studerende (drøftelses- og orienteringspunkt)*
- *Item §5. Coronasituationen (drøftelsespunkt)*
- *Item §6. Kvalitetssikring – Evalueringsrapporter foråret 2020 (drøftelses- og beslutningspunkt)*
- *Item §7. Obligatoriske SN-spørgsmål til undervisningsevaluering (beslutningspunkt)*

SV oriented the UN that the meeting schedule for 2021 would be discussed in the Board of Studies. The meeting schedule for the UN follows the meeting schedule for the Board of Studies. UN meetings in 2021 will be entered in the calendar afterwards, before the UN meeting in November, and will presumably be one week before the meetings in the Board of Studies.

11. Any other business

None.