

**Mødedato:** 18-03-2020 14.15-16.00

**Mødested:** Online meeting – Blackboard Collaborate

**Mødeemne:** Uddannelsesnævnsmøde Engelsk

**Participants:**

**UN members:**

Ushma Chauhan Jacobsen, Tabish Khair, Sara Dybris McQuaid, Sandro Nielsen, Anne Schjoldager, Sten Vikner, Tenna Blindbæk, Johanne Amalie Cordt Corneliusen, Emily Virginia Hus, Sofie Lavall Nøjsen, Emilie Bak Sand

**Observers:**

Simon Skaarup Axelsen (studievejledning), Louise Bjerregaard, Ann Carroll-Bøgh, Trine Susanne Johansen, Dominic Rainsford, Mejse Voss, Katherina Vowles-Sørensen

**Apologies:**

Amalie Kathrine Kjærulff

**Referat**

Uddannelsesnævn Engelsk

Dato: 12. maj 2020

Ref: Louise Bjerregaard

Side 1/5

**1. Approval of the agenda**

The agenda was approved.

**2. Approval of the minutes**

The UN decided to change the text regarding the BA IVK Bachelor project under *Changes to Academic regulations* in the minutes from the February meeting. The change concerned the use of “study groups” which should be corrected to “groups (*hold*)”. Furthermore, it was pointed out that Tenna Blindbæk did not attend the meeting and therefore should be noted under ‘Apologies’ instead.

**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 the Academic regulations for the new supplementary subjects are online at the *studieportal*. These Academic regulations will start from September 1, 2020. Other Academic regulations starting from September 1, 2020 will be online in the *studieportal* April 1, 2020.

**4. Brief orientation about the various student organisations**

See document *UN-Engl-5*.

Emily Virginia Hus (EVH) and Sofie Lavall Nøjsen (SLN) oriented the UN about the various student organisations at SLK English and IVK English.

The SLK student organisation *Anglia* is the most general of all the student organisations and that *Apollo* coordinates with the Department about *studiestart* arrangements. The other organisations at SLK concern themselves with a specific topic whether it be the MA degree, film screening, books or academic lectures. It was highlighted that the *English Lecture Society* holds presentations from both students and teachers, and this could be a forum for teachers to talk to students about what they are currently working on.

The IVK student organisation *Communitas* is divided into different areas of communication regarding what the students find interesting to work with for example PR, Event Communication, and Education Communication. *Cosmos* is the student organisation that deals with *studiestart* and *rusuge*. The UN asked if these organisation were as relevant for BA students as for MA students, and in connection with this, it was discussed if there should be a MA student organisation and whether there should be a collaboration with the other IVK and CLM languages (i.e. French, German and Spanish).

### 5. Study groups and social problems in IVK English, 2<sup>nd</sup> semester

SLN oriented the UN about the problems concerning the study groups in the 2<sup>nd</sup> semester of IVK English: Some students have been left out because people group up in study groups with students that they like. There are several stories from students who have been kicked out of their study group for example on Facebook from one day to the next. This problem has led to students changing group (*hold*). Head of Department Dominic Rainsford (DR) recognised this problem and told the UN that he had held meetings with individual students about it.

The UN would like to reflect on how IVK English should set up the study groups in the future and how it is done currently. The discussion raised a lot of questions for example how the students are able to change group (*hold*), if the students have been offered alternatives and how teachers are informed about the problem. It was pointed out that alternatives such as questionnaires for making the study groups have been offered. The student organisation *Communitas* are looking further into the *mentorordning*. It was highlighted that mentors or tutors should not deal with the emotional aspect of such a problem, but they should be the good example. The Academic advisor programme could also help at IVK if it was installed. It was also said that this situation can be tricky for the teachers if they want to help. *Studievejledning* oriented the UN that they have workshops on how to do group work and what problems the students can run into, but the students either don't turn up to the workshops or leave as soon as the theme 'study group' is mentioned.

It was pointed out that the department need to take more responsibility – this concerns both for IVK and SLK, since the study group-problems should in fact be seen as a general problem. It was pointed out that there need to be a policy about study groups, since study groups are not only for studying but for exams as well at

IVK, and study groups are crucial for feeling integrated into the degree programme. In addition, the UN would like to point out that, while many students may benefit socially from their study groups, these groups are primarily set up by the university to enable academic group work.

The UN decided that a ‘study group policy’ should be discussed at a later UN meeting – preferably before the new semester. The June meeting will be the aim.

## 6. Orientation about the upcoming annual status meeting (*årlig status*)

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

UN Chairman, Sten Vikner (SN), oriented the UN about the upcoming annual status meeting, which will be part of the UN-meeting in April or May 2020, where DR will walk the UN through the different data materials at the next meeting, after which the UN will decide/approve what goes into the action plans (*handleplaner*) for the coming year, and discuss to which extent the previous action plans have been successful. Only degrees which are not up for degree evaluation should do a annual status, and none of the degrees are being evaluated in 2020:

	Degree	Next degree evaluation	Most recent one
BA	International virksomhedskommunikation i engelsk (IVK)	2021	-
KA	Erhvervsprog og international virksomhedskommunikation engelsk (CLM)	2022	-
BA	Engelsk	2023	2018
KA	Engelsk	2023	2018
KA	Interkulturelle studier (ICS)	2024	2019

Official text concerning annual status:

*Den årlige status har til formål at sikre et systematisk eftersyn af uddannelserne i deres helhed. Man ser på hvad der er sket siden sidste årlige status i 2019 med henblik på at afklare, hvilke indsatsområder der skal arbejdes med fremadrettet.*

*Den årlige status skal også sikre, at der følges op på udviklingsinitiativer fra det seneste års status eller uddannelsesevaluering. I den årlige status ses der således samlet på det løbende kvalitetsarbejde på uddannelsen. Når man har fundet frem til hvilke indsatsområder man ønsker, fastsættes disse i en handleplan for hver enkelt uddannelse.*

*Årlig status afholdes som bekendt på baggrund af datamateriale, og består af data fra Power BI, bemandingsplaner, gældende studieordninger, handleplaner for seneste kvalitetsår, censorformandsskabets årsrapport samt evt. undervisningsevalueringer for uddannelsesnævnet med særligt fokus på at runde kvalitetspolitikens 5 delpolitikområder.*

UN raised the question about the supplementary subjects (*tilvalg*) and if they should be processed at the annual status meeting or if they have degree evaluation. It was pointed out that each supplementary subject will be evaluated with its main subject but there was still a need for a follow-up towards the supplementary subject 'Strategic Communication in Organisations' and 'Contemporary Communication in English'.

After the meeting, LB looked further into this and discovered that no data will be extracted concerning the supplementary subjects, and that UN is not expected to make separate action plans (*handleplaner*) for them in connection with the annual status review. At the moment, it is not a requirement that the annual status review should be carried out for supplementary subjects, but UN can still discuss them although there will be no data basis for doing so.

It was emphasised at the meeting that the data materials for the annual status meeting should be sent as fast as possible and it should be pointed out explicitly which aspects the UN members should focus on in the materials.

## **7. Status of revision of academic regulations for implementation on 01.09.2021**

SV briefed the UN that revised and new academic regulations must be ready for publication no later than April 1, with a view to coming into force on September 1, 2021. To help the process of planning and allocating resources at our schools and in the academic regulation team in SNUK, UN and the Head of Department should review the status of current and upcoming projects relating to curriculum development.

All the English degrees may in principle have their academic regulations revised in the course of 2020/2021, except for two: the MA IVK English (CLM) and the BA English (SLK). As for the details of the process, they can be seen at the webpages: <https://udarbejdstudieordninger.au.dk/>.

The UN was asked if there was any requests for the revision of one or more of its Academic regulations which have been completed by at least one year group of students. The UN didn't have any specific requests at this point but will reconsider the matter within the next month or two.

Furthermore, LB had been asked to follow up on the special B-line for MA students in English SLK, who are returning from a Master's supplementary subject with a programme extension (*kandidattilvalg med rammeudvidelse*). UN had dealt with this issue in August 2019, and SNUK had presented the UN suggestion for the special B-line to IKK *stueleder* Lars Kiel Bertelsen.

[Subsequent to the March 2020 UN meeting and as reported in the minutes of the April 2020 UN meeting, IKK *stueleder* Lars Kiel Bertelsen has approved of the UN suggestion, which will now apply from Autumn 2020 and be available on the website from September 1, 2020. This means that the course 'Translation' will be

offered for the students under this B-line for the first time in the Autumn semester 2021.]

It was pointed out that students who could be interested in the 'Translation' course in the Autumn semester 2020 probably already have been giving dispensation for the semester.

Mejse Voss and Simon Skaarup Axelsen will look further into how many students are actually involved for Autumn 2020 and if these students have dispensations.

## 8. Items from the Agenda of the School of Communication and Culture

### Board of Studies (*IKK Studienævn*)

None of the following points was discussed at the UN meeting:

- Item §5. *Kvalitetssikring – Evalueringsrapporter efteråret 2019 (drøftelses- og beslutningspunkt).*
- Item §6. *Studieordning Master it (beslutningspunkt).*
- Item §7. *Lokaleudlån til studerende (drøftelsespunkt).*
- Item §8. *Præcisering af prøvebeskrivelse på Humanistisk innovation (orientering)*
- Item §9. *Potentielle emner til drøftelse (beslutningspunkt)*

## 9. Any other business

SV oriented the UN about the approval of electives for Autumn 2020: UN submitted the electives unchanged as compared to what the UN were presented with via e-mail on March 6, 2020.

DR oriented the UN about the situation with Corona-virus and pointed out that everybody in the department is doing well, carrying on working as usual. Online teaching is functioning all right and students are relatively positive. UN asked if special attention should be paid to Thesis (*speciale*) students who are more isolated in this situation and their work might suffer. Sara Dybris McQuaid will write a small notice to DR that he can use to mention this to VIPs. It was questioned if the deadline for the Thesis will be later giving the situation.

After the meeting, LB looked further into this and discovered that Arts currently are working on a general orientation about this and will send the guidelines as soon as possible.

Furthermore, DR informed the UN that he will report to the UN at the next meeting about his meeting with *IKK studieleder* about *uddannelsesbudgetter*. The Autumn planning is in place, but DR needs to find out whether the department can use all the planned people in connection with a new ministerial order (*bekendtgørelse*) regarding *stillinger*.

Finally, the UN suggested that a task force should be set up which would look into the different ways of using the digital tools from the period during Corona-virus including the students' perspective so the department can learn from this experience.