

Meeting: 13 October 2021, 15:15-17:00

Building 1481, Room 366

Uddannelsesnævnsmøde Engelsk

Participants:

UN members:

Mark Eaton, Trine Susanne Johansen, Sandro Nielsen, Anne Schjoldager, Sten Vikner, Christina Maria Møller, Pernille Højvang Nielsen, Laura Burkal Olsen, Mathilde Brogaard Pedersen.

Observers:

Laura Bøgedal (studievejledning), Louise Bjerregaard, Ann Carrol-Bøgh, Kristoffer Kjersgaard Nohrs, Dominic Rainsford, Marianne Rasmussen, Mejse Voss.

Apologies:

Tabish Khair, Sofie Lavall Nøjsen, Helena Fjeldsted Jensen, Sarah Christiane Zillgen.

Minutes (referat)

Uddannelsesnævn Engelsk

Date: 26 October 2021

Ref: Louise Bjerregaard

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1. Approval of the agenda

The agenda was approved.

2. Approval of the minutes and any follow-ups

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

The minutes were approved.

Follow-up on item 2 in the minutes about end-of-term evaluations on Brightspace:

The UN commented on the sentence "...though the situation is the same as before (on Blackboard)" and pointed out that, in fact, the situation is not the same: a VIP had just found out that evaluations on Brightspace were course-based and could therefore not be split between seminar groups/classes (*hold*), which they could before. The UN pointed out that this was unfortunate because individual teachers then cannot get specific evaluations of seminars, and, in addition, they have access to evaluations of other seminars. Department consultant Mejse Voss (MV) will take this up with the Brightspace support team, and UN chair Anne Schjoldager (AS) will mention this to the Board of Studies (SN). MV and Head of Department Dominic Rainsford (DR) will give an update to the UN next month.

3. Information: News from Arts Studies

See document *UN-Engl-3*. Link to the newsletter can be found here: <https://medarbejdere.au.dk/fakulteter/ar/til-undervisere-paa-arts/nyhedsbrev-fra-arts-studier/>

UN secretary Louise Bjerregaard (LB) informed the UN about the most recent newsletter from Arts Studier and mentioned the following points:

- Most appointments of external co-examiners used by Arts will expire on 31 March 2022, and therefore a new round of appointments will begin. Applications can be submitted this autumn, and the new lists of appointments will be sent to the ministry for approval on 1 December. The new round begins on 1 April 2022 and runs for four years until 31 March 2026.
 - AS pointed out that the Board of Studies/SN chair can recommend co-examiners. The deadline for this is 20 October 2021. External co-examiners recommended by the Board of Studies cannot come from the AU. If UN members and observers wish to make recommendations, they can also contact the area coordinators.
- In week 43, university students and graduates will receive an invitation via e-Boks to participate in surveys that provide data for Degree Programme Zoom and the Learning Barometer, and thereby also some of the data material that the UNs will process in April/May 2022 (study environment and time on task). Arts Studies therefore encourages students and teaching staff to do their best to motivate students to complete the questionnaire.
 - It was pointed out that the department/DR should write to students and VIPs to encourage this.
- The newsletter mentions various events such as the Arts Career Week planned for week 8 and the Arts Company Dating 2022 on 1 March.

4. Update: Head of Department summary report of end-of-term evaluations from spring 2021

See document *UN-Engl-4*.

The UN was informed of the Head of Department summary report regarding the end-of-term evaluations from spring 2021 (document *UN-Engl-4*). DR explained that the report was based on input from the UN September meeting. The Board of Studies will also receive the report. The UN was positive about the finalised version of the report. Writing such a report is not an easy task, and the UN praised DR for writing it in such a way that it could be appreciated not only by students and colleagues in the department of English, but also by students and colleagues in other departments and by members of the public, who can access it on the AU website.

5. Discussion: Status of the action plans from *Årlig status* and the actions in the UN

See documents *UN-Engl-5a* to *-5d*.

DR gave a status on the action plans (document *UN-Engl-5a* to *-5d*) after approval by the Board of Studies and the Director of Studies. Furthermore, the UN decided which actions should be put on the UN's agendas for follow-up in the coming year. It was decided that DR would consult the UN if necessary, but DR pointed out that the responsibility of the actions and follow-up was placed with him as Head of Department.

The UN pointed out some corrections for next year:

- ICS: It was pointed out that the note "*I 2018 blev der etableret forbindelse med de studerendes Kandidatforening på SLK-Engelsk. Det betyder, at ICS-studerende nu føler sig bedre integreret i afdelingen som helhed, og det skal vi bare*

arbejde videre på.” was incorrect as this was not achieved in 2018, but in 2021. Furthermore, a student pointed out that ICS students from English are not necessarily aware that they belong to a different department from those of the German-Romance department.

- CLM: It was pointed out that the note “*Obligatorisk 1. semester kursus 'Videnskabelige undersøgelser af international virksomhedskommunikation' tjener i nogen grad det samme formål som det specialeforberedende forløb på andre uddannelser.*” should be deleted: The course *Videnskabelige undersøgelser af international virksomhedskommunikation* is not included in the [2020 academic regulations for CLM](#) as the content of this course is now covered by the course *Thesis Research Colloquium (Specialeforberedende forløb)* in the 3rd semester.

6. Update: Election at AU 2021 and the list of students for the Board of Studies/UN

Link to the election page: au.dk/valg.

The UN received a status on the lists of students for the election to the Board of Studies (and UN) from student Christina Maria Møller, who is responsible for the list.

There will be one student from IVK, one student from ICS and four from SLK in the UN: It has not been possible to find two students from IVK, but some of the substitutes will attend the meetings when possible.

There are currently 10 names on the list, and most of the students are new.

Furthermore, it was pointed out that the ICS student in question does not read and speak Danish, and this was something to consider for the UN since documents for the meetings are sometimes in Danish.

Hoping to help with the recruitment of students to the election list, AS had tried to inform all English students (and VIPs) about the election in an e-mail sent via the English group on Brightspace. Unfortunately, this e-mail apparently was not received by all in the group. MV therefore promised to ask the Brightspace support if this might be a general problem with the e-mails functionality on Brightspace.

7. Update: Degree programme evaluation (*uddannelsesevaluering*) of BA IVK English

The UN received a status on the degree programme evaluation of BA IVK English, including the evaluation report and the evaluation meeting on 29 October 2021.

It was pointed out that the evaluation report had been sent to the Director of Studies for approval and that this had led to revisions of the content of the report. DR praised the evaluation report and said it will be useful for the evaluation meeting. There is also an action plan to go along with the report.

Both VIPs and students are involved in the process and will participate in the evaluation meeting. External partners/employers will also participate in the evaluation meeting.

8. Decision: Approval of the new academic regulation for BA and BATV English 2022

See documents *UN-Engl-8a* to *-8b*.

The UN was to process, approve and recommend the new academic regulations for BA and BATV English 2022 for consideration and assessment at the Board of Studies meeting in November.

Comments for BA English 2022: The UN asked if the choice of exam for the course *English linguistics 1* would bind IVK to use the same exam form for their course *English language in theory and practice*. It was pointed out that IVK could change the exam form if they want to. SLK had changed the exam from ungraded to graded to provide better feedback for the students. The UN also discussed the comment made by the Board of Studies about the length of the exam papers in *English linguistics 2: Structure and change*. The Board of Studies thought that a span of 6-11 standard pages was too wide. The UN did not agree with the Board of Studies: the UN considers this span to be appropriate in view of the aims and background of the course, which the VIPs in charge have considered carefully.

Comments for BATV English 2022: As a general comment from the Board of Studies, it was pointed out that the BATV and the BA competence profiles (sections 1.1-1.2 in the academic regulation) might be too similar. The working group should look into this as the descriptions of the two degree programmes should differ.

Contact hours (K-timer): It was pointed out that BA English needs 30 more contact hours. The implications for the academic regulations that were presented at the meeting should be negligible. The plan is to add contact hours to *Studium generale*, adding seminars, and to add hours/two extra weeks to *Bachelor's project* at the end of this course, which could be used for writing workshops, feedback etc. Students supported both ideas, but emphasised that intentions behind the added hours should be explained to students and VIPs.

Decision: The UN approved the new academic regulations for BA and BATV English 2022. LB will send the documents to the Board of Studies.

9. Discussion: Electives for BA English and BA IVK English and the academic objectives

See documents *UN-Engl-9a* to *-9b*.

Today, electives are to be described differently in the academic regulations compared to the academic regulations of 2017 (BA IVK) and 2018 (BA English). Since BA English and BA IVK English are to share descriptions of the electives *Focus area* and *Research topic*, and since BA English is currently under revision (for the autumn of 2022), while BA IVK English will not be revised till next year (for the autumn of 2023), the UN must agree on shared descriptions for these elections already now. In addition, for each specific elective in the AU course catalogue, teachers must make unique academic objectives that match the academic content of each elective, which they have not had to do so far. These specific academic objectives will only be visible in the course catalogue, and not in the academic regulations. Therefore, the templates for the electives (see the documents for this item) will apply to the academic regulations only.

The UN was to agree on five academic objectives for *Focus area* electives and five academic objectives for *Research topic* electives. There must be a minimum of one academic objective for each type of objectives: knowledge, skills and competences. The UN was encouraged to re-use some of the current academic objectives, but could also decide to adjust these, if necessary.

Decision: The UN decided to give the task to the working group to make suggestions that the IVK staff could approve. Afterwards, the UN should receive an update/e-mail about what had been approved.

10. Update: Obligatory and recommended UN questions for the spring of 2022 for courses taught in collaboration with the German-Romance department

MV gave the English UN an update from the UN German-Romance meeting regarding this item, which was discussed as item 9.2 in the English UN meeting on 22 September 2021, when it was decided that, in case the German-Romance UN does not want the questions decided by the English UN for courses taught in collaboration between the English and German-Romance departments, the English UN would agree to re-use the questions from autumn 2021. LB had informed the UN secretary for German-Romance and asked them to consider the English UN questions at their October meeting. MV attended both UN meetings, and she was therefore able to inform the English UN about the German-Romance decision.

MV informed the English UN that the German-Romance UN wanted the same agreement as before as they did not wish to change the above-mentioned questions. Both UNs will therefore stick to the following questions for courses co-taught by the departments:

- AR-DPU-SN 009: How many hours have you typically spent preparing for this course/module including meetings with study group and assignments?
< 5 hours | > 5 hours | > 10 hours | > 15 hours | > 20 hours | Not relevant
- ST-50: There was a suitable amount and level of homework, assignments, etc.
Strongly agree | Mostly agree | Neither agree nor disagree | Mostly disagree | Strongly disagree | Not relevant
- AR-IKK-VF-001: How do you rate the academic level of the course in relation to your own level?
Far too high | Too high | Suitable | Too low | Far too low | Not relevant

11. Update: Evaluations of the commencement of studies (*studiestart*) 2021 for ICS

At the UN meeting on 22 September, it was pointed out that the introduction week of ICS has not been evaluated, which would have been useful. An update regarding this was given to the UN.

MV explained that, while the UN German-Romance had definitely been told that the commencement of studies for ICS had been positive, they agreed that it should be evaluated in the same way as the BA degree programmes. They will find a way to do this next year.

12. Information: Internationalisation electives (*IV-fag*) in the autumn of 2022 and the spring of 2023

DR gave an overview of which internationalisation electives (*IV-fag*) may be offered by the department in the above-mentioned semesters. DR informed the UN that he plans to

re-use two out of three current internationalisation electives and will ask VIPs for one or two more suggestions. It was pointed out that the semester (spring or autumn) should be considered when offering internationalisation electives as IVK has internationalisation electives in the 3rd semester (autumn) and SLK in the 4th semester (spring).

The electives are to be approved by the Board of Studies (SN), not at the UN level. The Head of Department is to submit proposals for these electives by 20 November 2021.

13. Information and discussion: New quality strategy (policy) for degree programmes at Aarhus University

See documents *UN-Engl-13a to -13e*.

The UN was asked to discuss and, if necessary, comment on the draft version of the new quality strategy (policy) for degree programmes at Aarhus University.

The UN had no specific comments, but found that the strategy seemed both useful and well-founded at a general level. It was pointed out that, by 26 October 2021, UN members and observers could send any additional comments to UN chair AS, who would then pass these on to the Board of Studies (SN).

14. Decision: Approval of changes to academic regulations

See document *UN-Engl-14*.

The UN was to discuss, approve and recommend changes to academic regulations for the Board of Studies (SN) to make a decision in the November meeting. The UN received changes to academic regulations regarding one course: *Internal Communication* (BATV Strategic Communication, 2nd semester), for which VIPs wanted to change the length of the portfolio (from 15-20 to 12-15 standard pages). The Head of Department for German-Romance had been informed about this and was in favour of making the change. It was pointed out that the UN for German-Romance should be informed if/when the change is approved by the Deans' Office.

The UN approved of the above-mentioned change to *Internal Communication*, and LB will send the document to the Board of Studies in November.

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

See documents on the o-drive: *O:\ARTS_CC-ENG-UN\Meetings 2021\2021 10 13\Documents for UN meeting 13 October 2021\UN-Engl-15 Board of Studies (SN) documents for meeting 27 October 2021*.

Potential items from the Board of Studies agenda:

- *Item § 4. Valg på AU (status)*
- *Item § 5. Mødeplan 2022 (beslutningspunkt)*
- *Item § 6. Kvalitetssikring – Evalueringsrapporter foråret 2021 (drøftelses og beslutningspunkt)*
- *Item § 7. SN spørgsmål til undervisningsevaluering (beslutningspunkt)*
- *Item § 8. Undervisningsmiljøvurdering (drøftelsespunkt)*
- *Item § 9. Skriftlig kommentering af kvalitetspolitik 2021 (drøftelsespunkt)*

- *Item § 10. Coronasituationen (drøftelsespunkt)*

The UN was informed of the SN items, but none were discussed.

16. Any other business

There were four issues for this item.

(1) *Studiepraktik in week 43*: VIPs brought up the unacceptable conditions for seven classes in the Department of English in connection with the *studiepraktik* in week 43. The UN was made aware of an extra document on the o-drive.

Though *studiepraktik* had been planned for a long time and many classes had been re-scheduled to accommodate this, the problem is that the rooms assigned to the classes in question are too small to hold both AU students taking the respective courses and invited *studiepraktik* guests (potential AU students). To solve this problem, the Director of Studies had just informed teachers that they must make room for the *studiepraktik* guests by sending out large numbers of AU students and letting these students attend the classes online while other AU students were to stay in the rooms and be taught on campus. In other words, teachers were ordered to convert on-campus teaching to ‘blended learning’ to make room for potential students. VIPs reported that this decision had caused much frustration and anger among students and teachers, who agreed that ‘blended learning’ was *not* a good solution.

Several questions were asked by the UN:

- Why was the order sent out so late that there was little time to inform affected students (especially because of the upcoming autumn break in week 42)?
- Why were VIPs/the department and student counsellors not consulted about the problem before the order was sent?
- Did the university think that ‘blended learning’ would make a favourable impression on potential students?

The UN wished to take the issue to the Board of Studies, and AS promised to contact the Board of Studies/SN chair.

(2) *Change in the CLM course ‘Kriser og issues i et kommunikativt perspektiv’ from German-Romance*: AS informed the UN about a suggested change proposed by the German-Romance UN. The UN was made aware of an extra document on the o-drive and considered this sentence in particular: “*Det er derfor foreslået af fransk IVK, at gruppestørrelsen fastsættes til 2-5 studerende, og at der fastsættes en varighed på 30 minutter for grupper à 2 studerende.*”

The change involved the possibility of a group size of two to five students instead of three to five students. AS pointed out that this was an emergency proposal for an ad-hoc solution, which runs outside the normal procedure of changes to the academic regulations. The process was initiated to ensure that the course can be run with French students, and the change would have to be implemented already in the current semester.

The UN approved the change for reasons of fairness and to help the students in question, but it was pointed out that larger differences in group sizes are cause for concern. The UN would have wanted more time to consider the issue as the proposed solution is bound to create more work for all examiners, not just examiners in French. It was suggested that both UNs should look at the exam form of the course again and, for instance, consider if

it would be better to have group sizes of two to four students rather than the suggested two to five students. LB will inform the UN secretary for German-Romance about this.

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(3) *Revised course evaluation report*: ICS coordinator Mette Zølner had provided Mark Eaton (ME) with the necessary evaluation materials for the ICS course *Managing Intercultural Interactions*, and ME had therefore been able to summarize the reports in question and add an entry to the document from the last UN meeting called “HSC Course Evaluation Report_Spring 2021”. The UN was made aware of an extra document of this on the o-drive.

(4) *Student associations for ICS*: The ICS students from the Department of English are included in the English master’s association, but it was pointed out that this does not include ICS students from the Department of German-Romance. However, students from ICS do not understand this and do not see any practical reasons for this. The UN suggested that a German-Romance association could be made for all their master’s students. DR and MV will discuss this further with the Head of Department for German-Romance.

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