

Meeting: 17-03-2021 15.15-17.00

Online meeting – Zoom

Uddannelsesnævnsmøde Engelsk

Participants:

UN members:

Mark Eaton, Trine Susanne Johansen, Tabish Khair, Sandro Nielsen, Anne Schjoldager, Emily Virginia Hus, Christina Maria Møller, Pernille Højvang Nielsen, Sofie Lavall Nøj- sen, Laura Burkal Olsen, Mathilde Brogaard Pedersen.

Observers:

Simon Skaarup Axelsen (studievejledning), Louise Bjerregaard, Ann Carroll-Bøgh, Alan Firth, Sebastian Fricke Lydixsen (studievejledning), Anne Mette Nyvad, Dominic Rains- ford, Mejse Voss.

Apologies:

Sarah Christiane Zillgen.

Referat

Uddannelsesnævn Engelsk

Dato: 20. april 2021

Ref: Louise Bjerregaard

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1. Approval of the agenda

The agenda was approved.

2. Approval of the minutes from the previous UN meeting

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*. Link to the newsletter can be found here: <https://medar-bejdere.au.dk/fakulteter/ar/til-undervisere-paa-arts/nyhedsbrev-fra-arts-studier/>

Louise Bjerregaard (LB) informed the UN about the most recent newsletter from Arts Studier. LB mentioned that Amanda Krogsgaard Timmermann, who was appointed new well-being coordinator on February 1, 2021, would give an introduction to herself and her work at item 5 in the agenda, and that the IV electives for autumn 2021 and spring 2022 were now available in the course catalogue.

LB explained that, in Power BI, it is possible to get data and an overview of students' col- laboration with companies and organisations in connection with project placements or Master's thesis collaborations. Also, Power BI reports have been published on the basis of results from the study environment survey and the graduate survey (*stud- iemiljøundersøgelse og dimittendundersøgelsen*).

The newsletter mentioned some events, for example the online Power BI workshops in connection with annual status reviews and degree programme evaluations, and that VEST

will be holding three events for students in the spring focusing on well-being and balance in the daily lives of students.

Lastly, in the beginning of February, VEST launched a new bachelor.au.dk-web universe with a new design and a new information structure. UN chair Anne Schjoldager (AS) pointed out that some of the information at the new website – for instance about the English degree programmes – was only available in Danish (see the link: <https://bachelor.au.dk/en/programmes/>). LB will make enquiries about the Danish-language descriptions of BA English and BA IVK English as these should also be available in English to signal international relevance for Danish students and to attract international students.

After the UN-meeting, LB found out that both the BA English and BA IVK English have Danish A as an admission requirement. Both degree programmes use English the teaching language, but there is a difference between this and admission requirements to the degree programmes, and how the programmes are marketed on the bachelor.au.dk website, which is in Danish. The degree programmes are language programmes in which the teaching takes place in English, despite the fact that they both demand Danish language proficiency at an A-level. Because of this requirement, there is not an English description on bachelor.au.dk as it is in practice marketed to people who have Danish language proficiency at an A-level – though Danish is not used for teaching and exams.

4. Decision: Emergency academic regulations (*nødstudieordninger*) for possible alternative exams to replace normal exams affected by the corona virus in the summer exam of 2021

See documents *UN-Engl-4a to -4i*.

Head of Department Dominic Rainsford (DR) has been asked to draw up a plan for conducting exams online in case they cannot be conducted on campus in the summer of 2021. The Faculty management team at Arts has decided that Zoom is to be the solution if corona makes normal oral exams impossible (as a plan B). Similarly, if necessary, written on-site examinations (*skriftlige tilsynsprøver*) will be replaced by short set take-home assignments (*korte bundne hjemmeopgaver*), as was also the case for the summer exam of 2020. Emergency academic regulations will only come into force if the university is locked down. Students should be told about this eventuality no later than three weeks before the exam in question. You can read more about the guidelines for conducting summer exams in 2021 here: <https://studerende.au.dk/studier/fagportaler/arts/corona-informationfraarts/>.

Based on the considerations mentioned above and on experience from 2020, the Head of Department and the teachers involved have drawn up an emergency exam plan (for converting exams), which the UN is asked to consider and submit for approval to the Board of Studies.

AS and LB pointed out that this was in fact not the plan B anymore, but the plan A. In the meantime, an e-mail has been sent to students and teachers explaining that the university management has decided that these exams in the summer of 2021 *will* be converted into online exams, meaning that the emergency exam plan is definitely to go ahead as far as the summer exam is concerned.

The UN was confused about the message of the e-mail in the Danish version with the following two points:

- *Eksamener i forårssemesteret 2021 afholdes som udgangspunkt online.*
- *Hvis en eksamen planlagt med fysisk fremmøde ikke kan afvikles på campus som følge af nedlukning, skal studerende så vidt muligt varsles om omlægning senest 30 dage før eksamensdagen.*

LB informed the UN that the UN has the possibility to recommend courses that have particular practical/didactic reasons for being carried out online or that would lose so much value that it would affect the quality of the exam. LB could not promise that the exams of these courses would be held physically, but the UN could definitely make recommendations. The UN saw no reason for this and chose to deal with the suggestions for emergency online exams, which have already been accepted by the School.

Decision: The UN approved the suggested online exams to replace the normal exams in the summer of 2021. LB would ensure that the Board of Studies would be informed of the UN-approved exams.

5. Presentation of and input to newly appointed well-being coordinator (trivselskoordinator) Amanda Krogsgaard Timmermann

For information about the well-being coordination, see a recent news article here:
<https://studerende.au.dk/en/studies/subject-portals/arts/newsandevents/news/single-news/artikel/arts-saetter-fokus-paa-studerendes-trivsel-i-en-coronatid/>.

Amanda Krogsgaard Timmermann was present for this item, and she made a presentation about herself and her tasks as well-being coordinator based on a PowerPoint, which was forwarded to the UN by e-mail after the meeting. Several topics were discussed – such as students' tiredness and that students regret only seeing their fellow students and study-group members online.

6. Information about a possible internal reorganisation at the Faculty of Arts

See document *UN-Engl-6*.

The faculty management team has decided to launch initial discussions of the way in which the faculty is organised, see further in document *UN-Engl-6*. The parties involved in these discussions can submit written input to the faculty management team – and the UN is included to take part in this. At faculty level the case will be submitted for discussion at the following ordinary meetings:

- **18 March:** Faculty Liaison Committee/Faculty Health and Safety Committee (plus an extra meeting if necessary)
- **22 March / 27 April:** Forum for education
- **27 April:** Academic Council
- **3 May:** PhD committee
- **4 May:** Deadline for submitting input to the faculty management team
- **June:** Faculty management team decides whether to proceed with adjustments to the existing school structure, *or* to launch a consultation process in the autumn of 2021 to discuss the establishment of a fourth school.

Input to the faculty management team should be sent to Marie Louise Gammelgaard at the faculty secretariat (mlg@au.dk).

The UN discussed the issue since it may have an impact on the department. Students said they were not sure if and how this would influence their degree programmes. DR and AS pointed out that a reorganisation may influence the finances and framing of the degree programmes in the department of English in the long run.

DR explained that management is considering breaking up IKK and combine the 'language' parts with language parts from IKS (area studies). The English department has had several experiences with different constellations in the past, and most have not worked well. The current set-up has worked best, and DR hoped that this will not be changed. Furthermore, it was pointed out that all our degrees concern many other aspects than 'language'.

At the moment, IKK is disproportionately large and may therefore have to be split into two Schools (*instituter*). UN discussed that, in the Board of Studies, it can be difficult to provide sufficient input to all degree programmes in IKK since these are quite different in scope and content, but at the same time the UN also learns a lot from the other degree programmes in the Board of Studies.

It was pointed out that the Dean's Office should have discussed this with the Heads of Departments before deciding to launch a general discussion in the Arts (the faculty).

VIP pointed out that the current set-up lacks interdepartmental connections between the various versions of CLM, ICS and BATV in Strategic Communication in Organisations. It was pointed out that this is difficult with interdisciplinary degree programmes. For instance, the UN deals with the BATV in Strategic Communication in Organisations, but this should not only be dealt with in the English UN: we need an interdisciplinary forum, perhaps some sort of interdepartmental committee, since the German-Romance UN also deals with many students attending the BATV. The same would relate to ICS.

However, the English department seems to work well. The department is broad and flexible enough for most students and VIPs to feel at home, so the UN was not keen on the idea of splitting the department up, but wanted to discuss further the suggestion of having two directors of studies (*studieledere*) and/or two boards of studies (*studienævn*) instead of just one. If the faculty is to be reorganised, the hope was that there will be more resources for example to have smaller class sizes (*holdstørrelser*).

7. Input to a possible gradual reopening of campus after Easter

DR wanted to hear if there were any suggestions regarding what students would prioritise in an ongoing and gradual reopening of the university. Students agreed that they would like access to campus (group rooms, study places, library facilities, canteen etc.) even if on-campus teaching could not be allowed. This would create a higher motivation and a better study environment. DR thanked students for this input and pointed out that teachers have also suggested this.

8. Discussion: guidelines for maximum sizes of KA and BA seminar groups (*holdstørrelser*)

See document *UN-Engl-2* under item §11 (draft minutes from UN meeting 2021.02.17).

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The UN discussed this issue briefly at the last UN meeting in February and, though there were no news on the matter, the UN continued the discussion at this meeting. The budget still decides the group sizes – also if the department were to decide to take in fewer students. DR pointed out that if the teachers can anticipate a problem for the group sizes in the coming autumn semester, then they should contact DR about this as soon as possible.

9. Update: KA 3rd semester, especially Thesis preparation and Project placement

See document *UN-Engl-2* under item §12 (draft minutes from UN meeting 2021.02.17) and document *UN-Engl-9*.

The UN discussed this issue briefly at the last UN meeting in February and continued the discussion at this meeting.

Christian Hansen from SNUK was present for this item and explained to the UN that students can choose Danish or English as the language of their exam papers, which is also what they can do for the Master's thesis. The language policy of the faculty of Arts says that students can submit exam papers in English if they are not to be tested in language skills, which they are not in Thesis preparation and Project placement courses. The language of instruction in the Thesis preparation course could be Danish, and, if the teacher teaching the course does not have a degree in English, the coordinator could find an examiner within the English department to act as examiner for the English exams.

10. Brief update: the SLK academic advisor system, which should also apply to IVK and ICS

Department Consultant Mejse Voss (MV) gave a brief update about the academic advisor system. MV and DR had talked with the Head of School about the hours given for SLK and IVK, and they suggested to the Head of School that:

- each academic advisor should be given 10 hours in the autumn and 2 hours in the spring for SLK and IVK BA and BATV CCE
- and that the other BATV should be given 5 hours in the autumn and 2 hours in the spring

MV wanted to know if the BATV in Strategic Communication in Organisations would need academic advisors and if the ICS would need it as well. The UN decided that the BATV in Strategic Communication in Organisations did not need the hours since all students are currently BA IVK students. However, the UN wanted to include ICS in the academic advisor system since the students in this degree programme were new to the department and often from other countries than Denmark. The teachers at ICS receive a lot of questions from students and would therefore welcome participation in the advisor system. It was pointed out that this could also be helpful for the social environment.

11. Brief library update

As a member of the library committee, DR gave the UN an update on staff and students' access to library facilities during lockdown and some missing dictionaries and other resources lost because of a new deal with ordbogen.com.

DR explained that many subscriptions on various databases have been discontinued for financial reasons, though many are still accessible. Many important dictionaries have disappeared because the library has decided to discontinue its contract with Gyldendal. DR pointed out that this was a severe loss for the English department, the department of German and Romance language and also for the translators working in the university administration. However, DR was hopeful that this will be rectified as he has addressed the issue to the Head of the Library Committee. DR will give an update about this at the next UN meeting.

12. Update: Trigger warnings regarding teaching content

See document *UN-Engl-2* under item §14 (draft minutes from UN meeting 2021.02.17).

After the last UN meeting, the issue of *trigger warnings* was discussed at a staff meeting, and it was agreed that teachers should be aware of the problem and help students if they asked for it. Students should be told that it is possible to get such *trigger warnings* and that they could contact relevant teachers about it. The department will definitely take such requests seriously.

Students supported that it was now possible to talk openly about this. However, it was pointed out that it can also be anxiety provoking for a new student to go to a teacher and speak about some very personal issues.

13. Items from the Agenda of the School of Communication and Culture Board of Studies (*IKK Studienævn/SN*) on 24 March 2021 (

See documents for the SN meeting in the folder of this UN meeting entitled 'UN-Engl-13 Board of Studies documents for meeting 2021 03 24'.

The potential SN items were not discussed:

- *Item § 4 Kvalitetssikring – Evalueringsrapporter efteråret 2021 (drøftelses- og beslutningspunkt)*
- *Item § 5 Evaluering af projektorienteret forløb (drøftelsespunkt)*
- *Item § 6 Nødstudieordninger og omlægning af prøver sommer 2021 (drøftelsespunkt)*
- *Item § 7 Coronasituationen*
- *Item § 7.1 Input til genåbnings-dilemmaer*
- *Item § 7.2 Generel snak om coronarelaterede emner*
- *Item § 8. Orientering om notat om intern organisering på Arts*
- *Item § 9. Orientering om indførelse af karakterkrav på minimum 6,0 i kvote 1 og mulig kommende drøftelse i SN Item*
- *§ 10. Studiestart (drøftelses- og evt. beslutningspunkt)*

14. Any other business

Studievejledningen introduced a new student counsellor, Sebastian Fricke Lydiksen. The UN welcomed him.

AS and the Board of Studies have been approached by a student who feels that the use of binary personal pronouns in our degree programmes may be offensive to students who cannot accept a binary view on gender and identify themselves as gender fluid. This will

be on the agenda for the next UN meeting. The student in question has agreed to participate in this meeting. AS wanted the UN members to think about the subject for the next meeting.

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