

**Meeting: 25 August 2021, 15:15-17:00**

**Online meeting – Zoom**

**Uddannelsesnævnsmøde Engelsk**

**Participants:**

**UN members:**

Mark Eaton, Tabish Khair, Trine Susanne Johansen, Sandro Nielsen, Anne Schjoldager, Sten Vikner, Christina Maria Møller, Sofie Lavall Nøjsen, Laura Burkal Olsen,

**Observers:**

Louise Bjerregaard, Christoffer Sand Christensen (studievejledning), Kristoffer Kjersgaard Nohrs, Dominic Rainsford, Marianne Rasmussen, Mejse Voss.

**Apologies:**

Pernille Højvang Nielsen, Mathilde Brogaard Pedersen, Sarah Christiane Zillgen.

**Minutes (referat)**

Uddannelsesnævn Engelsk

Date: 6 September 2021

Ref: Louise Bjerregaard

Side 1/5

**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://medarbejdere.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 and mentioned the following points:

- In the autumn of 2021, we are introducing a new and easier application process for allowing students with disabilities to take exams under special conditions. This process means that these students only need to apply for special exam conditions once. If you receive any questions about this from students, contact the student counsellors for help.
- A process regarding the assessment of teaching environment (*Undervisningsmiljøvurdering*) will be conducted during the autumn. This process is based on the latest national survey conducted by the Ministry of Higher Education and Science, in which students are asked questions about their teaching environment and study environment. The assessment of the teaching environment covers the university's physical, psychological and aesthetic environment. The objective is to identify any areas in which special efforts are needed to develop and ensure a good teaching environment for the students.
- Internationalisation: 156 exchange students will be coming to study at Arts, AU in the autumn of 2021.

The UN asked that a list of the exchange students in the degree programmes of the Department of English should be available for the relevant teachers. Marianne Rasmussen would ask Ann Carrol-Bøgh, who could not attend the UN meeting, to make a list and send it to the course responsible teachers.

#### **4. Decision: Approval of the electives for the spring of 2022**

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

The UN was presented with course descriptions of electives for the spring of 2022 for BA IVK English (4<sup>th</sup> semester) and KA English (2<sup>nd</sup> semester).

*Decision:* All course descriptions were approved by the UN, but the UN commented on the briefness and style of the content description of the BA IVK English course elective called *Negotiation Theory and Practice*.

Sandro Nielsen will contact the responsible teacher and give an updated description for this course to the Head of Department Dominic Rainsford (DR), who must send approved course descriptions to UVAEKA (and SNUK) by 14 September 2021. Furthermore, it was noted that course descriptions for KA English should use the correct templates when sent to UVAEKA.

#### **5. Discussion: Draft versions of the documents *About the degree programme 1.1-1.2* and *Study overview* for the revision of the academic regulations for BA and BATV English**

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

The UN commented on the draft versions of the documents *About the degree programme 1.1-1.2* and *Study overview* for the revision of the academic regulations for BA English and BATV English. The UN supported the work done in relation to the documents, and students positively commented on the possibility of taking electives in the 4<sup>th</sup> semester of the BA. It was pointed out that the sentence about media use in the BATV could be scaled down in document 4b. The working group will look into that at their next meeting and use the input from the UN in their work with the degree programmes.

#### **6. Information: Making changes to academic regulations**

See document *UN-Engl-6*.

The UN was briefed about the possibility of making changes to academic regulations that may come into force by 1 September 2022. The following academic regulations have had a full three-year run through and may therefore be changed:

- BA English 2018
- BA IVK in English 2017
- MA English 2017
- MA Intercultural Studies 2018
- BATV English 2018
- BATV IVK English 2019
- BATV IVK Strategic Communication in Organisations 2019
- MATV English 2017

Apart from the changes in connection with the ongoing revision of BA/BATV English and the coming revision of BA/BATV IVK English, the UN did not anticipate any changes to the above-mentioned degree programmes.

### **7. Discussion: Reboarding activities for students**

See documents *UN-Engl-7a* and *-7b*.

The UN gave input to the process of student reboarding and the allocated funds (100.000 DKK) for such activities, which are mentioned in a mail from Vice-Dean Niels Overgaard Lehmann to the Heads of Department on 10 August 2021 (*UN-Engl-7a*). The reboarding of 3<sup>rd</sup> semester bachelor students (enrolled in the autumn of 2020) was to be prioritised.

Various proposals were discussed, for example that SLK is planning a dinner for students and staff, and that something similar might be suggested for IVK. Furthermore, it was pointed out that it could be a good idea to organise a quiz night or other types of entertainment.

Students and teachers should contact DR about ideas. The UN will be given an update about this at the next UN meeting.

### **8. Update: Deadlines for re-exams of bachelor's projects**

The UN first heard about this issue at the June UN meeting. The English UN chair Anne Schjoldager (AS) gave an update to the UN, and she mentioned that the issue was also mentioned at a UFA (*Uddannelsesforum Arts*) meeting in June. The hope is that the issue will be discussed in the SN soon. Students expressed that they were deeply concerned about the issue. AS will keep the UN informed of any developments.

### **9. Information: Employer panels and fora**

For information about employer panels and fora at Arts, see the link:

<https://cc.au.dk/en/about-the-school/employer-panel/>

For information about the evaluation process of degree programmes, including the role of employers and other external experts, see the link: <https://medarbejdere.au.dk/strategi/uddannelse/kvalitetsarbejde-paa-aarhus-universitet/dokumentation/uddannelsesevaluering/>

DR gave a brief overview of the role and uses of employer panels and fora. DR pointed out that the department will be using the SLK employer forum for the SLK academic regulations revision, when all employers are invited to a meeting on 7 September 2021, and the IVK forum for the IVK degree programme evaluation, when employers will comment on the evaluation report, and some employers will participate in the meeting on 29 October 2021.

### **10. Reminder: The upcoming student elections to the Board of Studies (SN) and the Degree Programme Committee (UN) in 2022**

For information about elections, see the link: <https://medarbejdere.au.dk/strategi/valg/information-om-valg-paa-au/regelgrundlag-for-valget/>

For information about the SN and UN, see the link: <https://studerende.au.dk/en/studies/subject-portals/arts/contact/udvalgognaevn/board-studies/aesthetics-and-communication/>

The UN was reminded about the student elections to take place in the autumn of 2021, when students are to be elected to the Board of Studies (SN) and the Degree Programme Committee (UN). Students are up for election every year, while teachers are up for election every three years (the next teacher election will be in 2023).

The UN discussed which student UN member should be responsible for collecting the election list of students. Christina Maria Møller will be responsible for the list and will give a status to the UN at the October meeting.

The students in the UN will help with students for the list. Elections are to take place at the end of November.

### **11. Reminder: Next month's discussion of the end-of-term teaching evaluations for the spring of 2021**

By 8 September 2021, coordinators are to submit evaluation summaries to DR, so that he can prepare a Head of Department summary in time for the UN meeting on 22 September 2021. At the September UN meeting, the UN is to discuss the end-of-term teaching evaluations from the spring of 2021.

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

See the folder 'UN-Engl-12-Board of Studies (SN) agenda and documents for meeting 1 September 2021' on the o-drive.

Potential items from the Board of Studies agenda:

- *Item §4. Orientering om særlige prøvevilkår, herunder også fristudsættelser til specialer*
- *Nemmere ansøgningsproces for studerende med handicap*
- *Item §5. Coronasituationen*
- *Item §6. Årsberetninger fra censorformandskaberne (drøftelsespunkt)*
- *Item §7. Flytning af SN-møde i november 2021 (beslutningspunkt)*
- *Item §8. Forretningsorden for UN på IKK (beslutningspunkt)*
- *Item §9. Status vedr. afdelingernes aftagerfora*
- *Item §10. Bincær opfattelse af og sprogbrug omkring køn (drøftelsespunkt)*

Items 6 and 10 of the potential Board of Studies items were briefly discussed:

- *Item §6:* AS mentioned that the criteria and principles of the co-examiners presidencies for assigning external examiners to the degree programmes should be discussed at the September UN meeting.
- *Item §10:* This topic was discussed in the UN in the spring and will now be discussed in the Board of Studies as well. The student that gave a presentation at the UN meeting will participate in the Board of Studies meeting.

It was pointed out that Sofie Lavall Nøjsen will attend the Board of Studies meeting instead of Christina Maria Møller, who is unable to attend the meeting.

**13. Any other business**

UN briefly discussed that the next UN meeting will be on-site in building 1481 room 366.

*Studievejledning* mentioned the study-group workshop for 1<sup>st</sup> semester students. The student counsellors will send information to DR, who will forward it to relevant VIPs. It was pointed out as important that teachers mention the event to students (mainly in lectures), and therefore all teachers in the 1<sup>st</sup> semester should be informed about it.

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