

**Meeting: 12 January 2022, 14:15-16:00**

**Online meeting – Zoom**

**Uddannelsesnævnsmøde Engelsk**

**Participants:**

**UN members:**

Mark Eaton, Tabish Khair, Trine Susanne Johansen, Sandro Nielsen, Anne Schjoldager, Sten Vikner, Helena Fjeldsted Jensen, Christina Maria Møller, Sofie Lavall Nøjsen, Laura Burkal Olsen, Mathilde Brogaard Pedersen.

**Observers:**

Laura Bøgedal (*studievejledning*), Ann Carrol-Bøgh, Jane Lücke Didriksen, Louise Wennemoes Hansen, Dominic Rainsford, Marianne Rasmussen, Mejse Voss.

**New UN members:**

Maria Hvidkær Christensen, Majbritt Kastberg Grønbæk, Claire Isabel Hendrick, Rikke Oddershede Laursen, Emma Hove Petersen.

**Apologies:**

Pernille Højvang Nielsen.

**Minutes (referat)**

**Uddannelsesnævn Engelsk**

Date: 21 February 2022

Ref: Louise Wennemoes Hansen

Side 1/6

**1. Decision: Establishment of the new UN (*konstituering*) as of 1 February 2022**

See document *UN-Engl-1a* to *-1c* and link: [https://studerende.au.dk/fileadmin/studerende.au.dk/Arts/Studienaevn/SN\\_IKK/2021/Forretningsorden\\_uddannelsesnaevn\\_ved\\_IKK\\_-\\_med\\_aendringer\\_2021.pdf](https://studerende.au.dk/fileadmin/studerende.au.dk/Arts/Studienaevn/SN_IKK/2021/Forretningsorden_uddannelsesnaevn_ved_IKK_-_med_aendringer_2021.pdf)

According to the rules of procedure (*forretningsorden*) §8 (see the link above), the UN must be established no later than at the first meeting after a new election. The School of Communication and Culture has specified the number of members of each degree programme boards (UN). The UN English consists of 6 VIP and 6 student representatives.

The two Board of Studies (SN) representatives from the English Department (Anne Schjoldager and Emma Hove Petersen) must be members of the UN.

*The procedure of the establishment and decision:*

- a. Welcome and short introduction round.

UN Chair Anne Schjoldager (AS) welcomed both new and old members of the UN. It was pointed out that the meeting was to begin with the establishment of the new UN, and then it would continue as a regular UN meeting for the old UN. Newly elected members were welcome and encouraged to participate in both parts.

The people present at the meeting were introduced.

- b. Brief account of the role of the UN within the structure of the School of Communication and Culture (see *UN-Engl-1a* and *-1b*).

UN secretary Louise Wennemoes Hansen (LWH) gave a brief introduction based on the PowerPoint presentation in *UN-Engl-1a*. It was pointed out that all UN members and observers have to observe confidentiality (*tavshedspligt*) about anything to do with individual persons or personal data. Everyone can talk about UN matters to outsiders, but must keep it general whenever they are in doubt.

- c. The UN has to decide which of the newly elected students will be members and who will be substitute members (see *UN-Engl-1c*).

Prior to the UN meeting, the students had decided on the following division between members and substitutes:

UN student members	UN student substitutes
Emma Hove Petersen (SLK) (member of IKK studienævn)	Emma Hundahl Kærsgaard (SLK)
Christina Maria Møller (SLK)	Emma Møllebjerg Stanley (SLK)
Majbritt Kastberg Grønæk (SLK)	Maria Hvidkær Christensen (IVK)
Rikke Oddershede Laursen (SLK)	Mathilde Brogaard Pedersen (SLK)
Claire Isabel Hendrick (ICS)	
Helena Fjeldsted Jensen (IVK)	

The UN had no objections to this division.

- d. The UN has to elect a UN chair (from among the six academic staff members of UN) and a UN vice-chair (from among the six student members).

The UN elected VIP Anne Schjoldager as the Chair of the UN and student Emma Hove Petersen as the Vice-chair.

*(From this point on, the meeting counted as the last meeting of the old UN. New UN members were welcomed to stay and take part in the rest of the meeting.)*

## 2. Approval of the agenda

The agenda was approved.

## 3. Approval of the minutes and any follow-ups

See document *UN-Engl-3*, also found in O:\ARTS\_CC-ENG-UN\Archive\Referater.

The minutes were approved.

*Follow-up in relation to the minutes:*

- Item 3: It was pointed out that the UN wished to know the specific numbers about delayed students at the department of English. LWH will ask for the numbers and insert them or at least mention if the numbers cannot be given, here:

Numbers for delayed students at the department of English E2021\*:

BA English (SLK)	MA English (SLK)	BA IVK English	MA CLM English	MA ICS (English)
18	10	6	4	2

\*Students who only need to submit their Master's thesis are not included in the numbers, as described in the newsletter.

- Item 4: AS mentioned two updates from the discussion about the BA IVK English degree programme evaluation:  
AS has contacted the UN Chair for German-Romance and the German-Romance Head of Department about the missing career prospects for CLM graduates as teachers at HHX, which they have had previously. The issue will be taken up at the German-Romance UN meeting in February.  
The UN was furthermore informed about some added actions to the action plan of BA IVK English about 1) looking further into exchange partner agreements and 2) incorporating more digitalisation into the courses (especially in the coming revision of the academic regulations of the BA IVK English).

#### 4. Information: News from Arts Studies

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

It was pointed out by the UN that, in addition to the link in the agenda, a document containing the newsletter should be uploaded on the o-drive, as it was before.

LWH informed the UN about the most recent newsletter from Arts Studier and mentioned the following points:

- Despite the current challenges caused by Covid-19, students were still motivated to go on exchange in 2022-2023 – in fact the number of applicants registered at the Faculty of Arts is the largest ever. The students will know in January whether their application has been approved.
- The rotation plan showing when the individual degree programmes at Arts will be evaluated has been updated for the period 2022-2026 (see item 7).
- AU staff can register for news about Power BI in the field of education: there is a link in the newsletter for registration to the Power BI newsletter.

#### 5. Information: Letters of reference for UN student representatives who are leaving the UN

In connection with the last UN meeting of the current UN, UN student representatives are informed that it is possible for students who are leaving the UN to be given a letter of reference (*udtalelse*). If students would like to have a letter of reference, they should write to Louise Wennemoes Hansen by e-mail [lwbj@au.dk](mailto:lwbj@au.dk) and state their full name, date of birth and the period of time they have been a member of the UN. Normally, the letters of reference are written in Danish, so please state if they should be written in English.

## 6. Discussion: The current version of Bachelor's Supplementary Subject in Strategic Communication in Organisations (2019)

Link to the academic regulations: <https://eddiprod.au.dk/EDDI/web-services/DokOrdningService.cfc?method=visGodkendtOrdning&dokOrdningId=14771&sprog=en>

Students asked when the academic regulations for the BATV Strategic Communication in Organisations will be revised. It was pointed out that the plan is to wait till all BA IVK degree programmes have been revised. The other BA IVK degree programmes have just been revised, and BA IVK English is under revision at the moment (to come into force 01.09.2023).

Students wanted to discuss the future of the BATV Strategic Communication in Organisations. The students from IVK English wished to continue with the format of the BATV and therefore recommended not to make the BATV available for all students at Arts (the BATV is currently only open for IVK students). It was pointed out that the BATV followed up so well and naturally on the BA IVK English and also lead to a good transition to CLM (KA IVK) English that students were able to specialise fully in communication studies as they wanted to. Since the current setup creates good value, the students strongly argued for not opening up the BATV.

VIP pointed out that for now the BATV will not be opened up. If it were to be opened up in the future, it would require a thorough revision of the BATV, as the entire programme would have to be changed to meet the needs of non-IVK students, and then the programme might not be as attractive for IVK students as it is now, when it is custom-made for IVK students.

## 7. Information: The 2022 degree programme evaluation (*uddannelsesevaluering*) of MA CLM English

See document *UN-Engl-7* and this link: [https://medarbejdere.au.dk/fileadmin/www.medarbejdere.au.dk/hovedomraader/Arts/Kvalitet/Interne\\_filer/EndeligTurnusplan\\_2022-2026.pdf](https://medarbejdere.au.dk/fileadmin/www.medarbejdere.au.dk/hovedomraader/Arts/Kvalitet/Interne_filer/EndeligTurnusplan_2022-2026.pdf) (both in Danish only).

The UN was informed about the degree programmes which, according to the rotation plan, are to be evaluated this year. In the Department of English, the Master's degree programme in International Business Communication in English (CLM) will be evaluated in 2022. Link to the academic regulations: <https://eddiprod.au.dk/EDDI/web-services/DokOrdningService.cfc?method=visGodkendtOrdning&dokOrdningId=16357&sprog=en>.

## 8. Discussion: Initiating deliberations concerning external experts for the degree programme evaluation of MA CLM English

It was pointed out to the UN that it is necessary to start thinking about which external experts could be relevant for the degree programme evaluation of MA CLM English. The UN discussed this, and it was pointed out that some experts from the BA IVK English degree programme evaluation could be re-used for the MA CLM English evaluation. The IVK staff will also be asked for input on this.

## 9. Information: The current corona situation

The UN was given a briefing on what is currently known about the Covid-19 situation and how this may influence our degree programmes:

- There will be a press conference on 14 January 2022, and the AU will revise its guidelines based on this press conference. However, Head of Department Dominic Rainsford (DR) is hopeful that on-campus teaching can go on as planned for the spring semester.
- DR pointed out that most oral exams are now held online, and that only a few oral exams are currently held on campus.
- It is expected that the *coronapas* will still be required to access campus.

Students pointed out and hoped that MA thesis students could be prioritised regarding campus access.

For updated information, see the AU websites:

- <https://medarbejdere.au.dk/corona>
- <https://studerende.au.dk/studier/fagportaler/arts/corona-informationfraarts>

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

See the folder 'UN-Engl-10 Board of Studies (SN) documents for meeting on 19 January 2022' on the o-drive.

Potential points to be discussed included:

- *Item § 4. Godkendelse af IV-fag*
- *Item § 5. Uddannelsesevalueringer 2021 (drøftelsespunkt)*  
*5.1 Afdelingsledere, der har haft uddannelsesevaluering i 2021 fremlægger fokuspunkter, som studienævnet kan have interesse for at høre om – af generel karakter.*  
*5.2 Studienævnsforpersonerne kommer med supplerende kommentarer fra gennemlæsning og kommentering af uddannelsesevalueringssrapporterne.*  
**Including:** *Bacheloruddannelsen i international virksomhedskommunikation engelsk v/ afdelingsleder Dominic Rainsford.*
- *Item § 6. Turnusplan for uddannelsesevaluering (orienteringspunkt)*
- *Item § 7. Coronasituationen*
- *Item § 8. Mulige emner til drøftelse (beslutningspunkt)*
- *Item § 9. Evaluering af studienævnets arbejde*

The UN was informed of the SN items. Item § 4 on *IV-fag* was briefly discussed.

## 11. Messages

The UN received updates and news from:

### *Head of Department:*

By 1 February 2022, the coordinators are to submit evaluation summaries in connection with the end-of-term teaching evaluations from autumn 2021 to DR (and to the UN chair), so that DR can prepare his Head of Department summary in time for the next UN meeting on 16 February 2022. It was pointed out that, if possible, the reports should be written in Danish, since DR's summary should also be in Danish.

### *Academic and administrative staff:*

AS and Mejse Voss (MV) informed the UN about the procedures for allowing students to attend classes as preparation for the 2nd re-exam, which Mejse had received from UVAEKA. It was pointed out that students should contact UVAEKA if they wished to sign up for a course in connection with a 2nd re-exam. If students were told that they could not sign up for the course in question because it was already full, students should contact the student counsellors (*studievejledningen*). MV promised to send the information from UVAEKA about this to the student counsellors. The student counsellors will then check this information with their coordinator.

It was pointed out that SLK and IVK students have been elected for the orientation week, and that Jane Lücke Didriksen (JLD) has been informed about new members in different student organisations.

JLD informed the UN that in the coming semester, the academic advisor programme would only have one session. This session will take place in February. JLD will send guidelines to the staff, but asked the UN how students should be reminded of the importance of this session. The UN is to be informed further about the advisor sessions at the next UN meeting.

*Students:* No new messages.

### *Arts Studies:*

The education day (*uddannelsesdag*) will be on 15 March 2022. VIPs and students will receive an invitation soon, and there will be further information in the newsletter from Arts Studies in February.

### *Student counsellors (Studievejledning/VEST):*

The programmes for U-days have been sent out. Furthermore, the student counsellors are now to start their yearly task of looking for errors in the texts at [bachelor.au.dk](http://bachelor.au.dk), [tilvalg.au.dk](http://tilvalg.au.dk) and [kandidat.au.dk](http://kandidat.au.dk).

### *Internationalisation coordinators:*

The UN was informed that there were no changes from last meeting regarding the incoming exchange students for spring 2022 at the Department of English: the numbers were still 56 exchanges students.

## 12. Any other business

AS hoped that the next UN meeting will be on campus. If the meeting will have to take place on Zoom, the UN will be told as soon as possible.