

Meeting: 21 June 2023, 14:15-16:15
Building 1481, Room 324
Uddannelsesnævnsmøde Engelsk

Participants:

UN members:

Anne Schjoldager (UN chair), Mark Eaton, Trine Susanne Johansen, Sandro Nielsen, Maria Hvidkær Christensen, Peter Katballe-Kristensen, Martin Engelsborg Schwartz (UN vice-chair)

Observers:

Hanna Færge, Ken Ramshøj Christensen, Joseph William Sterrett, Jane Lücke Didriksen, Dominic Rainsford, Matthias Stephan, Lærke Orup, Mejse Voss, Emma Molte Korsgaard Schmidt, Tina Daugaard (AU Library), Anne Bjørn Friis (minutes)

Apologies:

Ann Carroll-Bøgh, Sten Vikner, Nadia Schalipp, Darius Hornschuh

Minutes (referat)

Uddannelsesnævn Engelsk

Date: 3 July 2023

Ref: Anne Bjørn Friis

Side 1/6

1. Approval of the agenda

The agenda was approved.

2. Any follow-ups on the approved minutes of the last meeting

The UN followed up on the approved minutes from the meeting on 24 May 2023
The UN didn't have any comments.

At the May meeting UN asked to be informed of the numbers for the department's Master's thesis students who have submitted external co-examiner forms. SNUK had since followed up, and the numbers were presented to the UN in a document for this item.

3. Information: News from Arts Studies

UN secretary Anne Bjørn Friis (ABF) informed the UN about the June newsletter from Arts Studies and mentioned the following points:

Useful information:

- *New initiative to balance expectations with project hosts*
- *Plans of action for the area of continuing and further education (FE)*
- *Status of FE admissions after the application deadline on 2 May*
- *Career activities for international, full-degree students*
- *The planning of this year's introductory week at Arts has begun*
- *News in Power BI*

Events:

- *Career opportunities for graduates*

Important deadlines:

- *2024 spring semester timetabling has begun – deadline 9 June*
- *Are you interested in running a Summer University course in 2024 – deadline 1 September*

4. Discussion (in Danish): AU Library's teaching activities for the Department of English

The department's usual library contact, Sofie Baungaard Hansen, is currently on leave. Tina Daugaard (TD) will therefore take care of AU Library's teaching activities in the department for the coming two semesters. UN was informed of and invited to comment on the plan for library activities for English for autumn 2023 and spring 2024.

TD presented the plan, which was similar to that of previous years, and TD and the UN discussed the following topics:

- Library courses for all students are announced on the library's web page: library.au.dk
- The library wishes to communicate and work with the departments to ensure that students receive updated information about resources that are specifically relevant to them. Examples of this are found on [the subject guide for English](#) and [the subject guide for English Business Communication](#).
- There will be a brief introduction to the library during the introductory week.
- Some students commented that they did not gain a lot of information from the library throughout the first semesters of their studies, and that the workshops that were held seemed to be optional, which they considered counter-productive.
- Rather than having to go through the department, the library should be able to collaborate directly with the teaching administration on scheduling library presentations/workshops via Mytimetable as it is important to include these in the teaching plan of a scheduled course, which will make it part of a course and therefore not optional.
- The library offers support on EndNote. Students can just contact the library staff at the counter.
- Due to new academic regulations for [BA IVK English in 2023](#), the usual library presentation/workshop is no longer possible in the second semester. Anne Schjoldager (AS) has suggested that this is moved to the first semester (in autumn 2023) as part of the course [Philosophy of Science and Scientific Methods](#). AS has discussed this with Matilde Nisbeth Brøgger (MNB), who is responsible for the course. The course is co-taught with GermanRomance and MNB is checking if the GermanRomance would be OK with the change. TD agrees with this change. In addition, Mejse Voss (MV) has been contacted and will make sure that the presentation/workshop gets into the students' timetables.
- "Semesterhylde" is a service offered to students so that relevant books for a specific course and semester are always available in the library. The books are not for take-home use, but can be copied or scanned at the library.

5. Information: Electives in spring 2024 – titles and teachers

UN was informed of titles and teachers for electives in spring 2024 according to new procedure decided by the UN at the meeting on 24 August 2022:

1. KA English, Advanced Research Topic

Three courses will be offered: Linguistics 1, Literature 1, History of society and culture 1. Teachers have not yet been assigned.

2. BA IVK English, Research Topic

Previously three courses were offered, but there will only be two in the spring semester of 2024. One of the titles, Negotiation, has been confirmed, but the other is yet to be confirmed.

Head of department Dominic Rainsford (DR) informed the UN that the Director of Studies, Lars Kiel, recognizes that the department of English plays a valuable role in providing courses for international students.

Next step:

UN will see and approve the course descriptions in August.

6. Update: New guidelines for teaching planning

UN was informed of SN's discussion about and comments to the new guidelines for teaching planning at the SN meeting on 31 May 2023.

UN chair Anne Schjoldager (AS) has sent the comments from UN to the SN for their discussion, and the comments from the SN has been sent to Rasmus Rosenkrands Holleufer at the Deans' office.

7. Discussion and decision: Changing the length of the exam in *Project placement*

UN discussed a proposal from GermanRomance UN concerning reduced requirements for the exam assignment in *Project placement* in the new academic regulations for KA Intercultural Studies (ICS, 2023) in both departments. GermanRomance UN approved the changes without further comments at their meeting in May 2023. UN was asked to provide input to the proposed reasons for the change.

Changes for *Project placement* in ICS will apply for the first time in the autumn semester of 2024, when ICS students from the 2023 intake are in their 3rd semester.

From the UN's discussion:

- Based on teachers' experience, more pages do not improve the quality of exam papers. On the contrary, reducing the requirements could make assignments more focused.
- Usually processes regarding changes in ICS courses are coordinated between the departments of English and GermanRomance. This was not the case for the proposed changes of this item, which should have been better coordinated between the departments. ICS coordinator Matthias Stephan will follow up on this.

Decisions and next steps:

UN decided to propose to the Dean's Office the reduced requirements for the exam in *Project placement* in the new academic regulations for [KA ICS \(2023\)](#).

- Shortly after the UN meeting, ABF and Maja Sloth Thuborg (SNUK) will send the proposal to the Dean's Office, who officially approves the changes. Similar changes for the Department of German and Romance Languages have already been approved.
- The UN decided to propose the same changes in the academic regulations for *Project placement* in KA CLM (2020). This proposal can be approved by SN in November 2023 and will apply for the first time in the autumn semester of 2024.
- The UN decided to move forward with a similar proposal regarding KA English (2017). Mark Eaton, who is course responsible, will submit a draft for UN to approve at the meeting in August.

8. Update: Rules regarding the use of Artificial Intelligence at exams

At the UN meeting in April 2023, the UN was informed that some teachers in the Department of English and the Department of German and Romance were worried about the description on the webpage [Cheating at exams](#), which stated that the use of artificial intelligence (AI) is “**not** allowed in exams”. This was felt to be unfortunate because using AI should be allowed sometimes, for instance in some translation exams. The description on the webpage was subsequently revised:

*The use of ChatGPT or similar chatbots or software that can generate text or code (known as Large Language Models) is **not** allowed in exams at AU, unless specifically stated in the relevant course description. If the use of ChatGPT or similar chatbots or software is allowed in the exam, please be aware that they are regarded as a source. This means that you must follow the same referencing rules that apply to any other sources. If you don't, it will be regarded as plagiarism.*

The issue was also discussed by the UN in May 2023, when the UN was given a copy of a mail from the Director of studies confirming that it should not be regarded as exam cheating when students use AI technologies in the exam of a course in which the use of such technologies is an essential element.

UN was given an update on the situation regarding the summer exam of [Oversættelse af virksomheders juridiske og økonomiske tekster](#), KA International Business Communication/cand.ling.merc. (CLM), 2nd semester. Sandro Nielsen (SN) told the UN that the exam has been conducted, and, as in previous years, students used translation tools with correct source indications, and the exam was conducted without any cheating reported.

In addition, ABF informed the UN about initiatives in the Dean's Office regarding the general issue of using AI at AU exams.

Furthermore, the UN discussed how to spot exam cheating when students use AI-generated text as their own work. It was also mentioned that anonymous exams may make it more difficult for examiners to spot and report exam cheating.

UN also discussed whether or not [the plagiarism detection tool Ouriginals](#) (formerly, Urkund) should routinely be incorporated into Digital Exam for all the department's exams. In August, UN is to discuss this again and if possible make a decision for the upcoming winter exams. MV will find out if the UN has authority to make such a decision for all courses in the department of English or if individual course responsables will have to make it for their courses.

9. Update: Students to participate in the preliminary meeting of the evaluation of BA and KA English

In connection with the degree programme evaluation (uddannelsesevaluering), five to eight students are required to participate in a preliminary meeting (formøde), and two students are required to participate in the evaluation meeting. The meetings will take place consecutively on Monday 6 November 2023. Peter Katballe-Kristensen (UN member) and Nadia Schalipp (UN and SN member) have been selected for the evaluation meeting. UN members cannot participate in the preliminary meeting.

DR gave the UN an update on students to participate in the preliminary meeting. Jane Lücke Didriksen will follow up on this and forward information to Anglia and KAF.

The department's evaluation report is well underway, and the UN will be further updated on this in the autumn.

10. Information: The exam of *English Linguistics 2: Structure and change*

Martin Engelsborg Schwartz (MES) informed the UN of an issue raised by students regarding the length of the exam of *English Linguistics 2: Structure and change, 2nd semester of BA English (2028)*.

5-7 students had reported to him that they did not find the duration of 3 days to be in proportion with the workload and proposed to expand the exam to 4 days or more.

Teachers commented that the exam in question has had the same requirements for the past six years, and that they have not experienced any significant challenges so far.

The UN pointed out that students should preferably start by directing such concerns to the relevant teachers/course responsables. It was also mentioned that teachers should be aware of students' experiences of anxiety at exams and in general and point out that help could be found in various places at AU. A good place to start would be the [Student Counsellors for Foreign Language Programmes](#).

Next step:

DR told the UN that the department will follow up on the issue raised.

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

No new messages

12. Messages

UN will receive any updates and news from:

● *Head of Department:*

DR informed the UN about the Education Committee's decision to anonymise all on-site and set exams with effect from the summer exam of 2023 and the reasoning behind it. The UN discussed the decision and most found it to be positive. Some teachers expressed reservations and a lack of trust in 'masked marking' when students write assignments at home because it decreases the examiners' chance of spotting illegal use of artificial intelligence. Some students commented that they supported anonymisation because it eliminates suspicions of favouritism. The anonymisation does not mean that students miss out on receiving feedback to an exam paper: they just have to divulge their exam number to get feedback. SN chair Ethan Weed has asked the Director of Studies Lars Kiel to follow up on the decision at the SN meeting on 28 June.

DR informed the UN about the KA intake numbers for 2023. The intake is higher than expected for both ICS English, KA English and CLM English. UN commented that a higher intake should warrant division into smaller groups (classes).

● Academic and administrative staff: No new messages

● Students: Today's meeting was Maria Hvidkær Christensen's last meeting. The UN thanked Maria for her great work in the UN during the years and reminded her to ask UN secretary Anne Bjørn Friis for a UN certificate.

● Arts Studies: No new messages.

● Internationalisation coordinators: No new messages.

● Student counsellors (Studievejledning/VEST): Two new student counsellors have been hired. UN will meet them after the summer holidays.

13. Deadline for submitting documents to the next UN meeting.

Any documents for the UN meeting on 23 August 2023 should be sent to Anne Schjoldager (asc@cc.au.dk) and/or Anne Bjørn Friis (abf@au.dk) *no later than on Monday, 14 August 2023.*

14. Any other business

Nothing