

Meeting: 22 May 2024, 14:15-16:15
Building 1481, Room 366
Uddannelsesnævnsmøde Engelsk

Participants:

UN members VIP: Anne Schjoldager, Ken Ramshøj Christensen, Sandro Nielsen, Matthias Stephan

UN members students: Peter Katballe-Kristensen, Lærke Orup, Naja Broberg

Observers: Frederikke Mie la Cour, Alona Chernyshenko, Jane Lücke Didriksen, Nis Grøn, Michelle Le (KAF) Kathrine Micheelsen (KAF), Simon B. (SLK tutor), Jonas Petersen (SLK tutor), Josefine Sønnichsen (IVK tutor), Mathilde Nielsen (IVK tutor), Karl Thorup (IVK tutor), Rasmus Munkholm (Apollo), Lucjen Kaliniecki (CLM tutor), Maider Uranga (CLM tutor), Christoffer F. Sørensen (counsellor), Majken E. Jensen (counsellor), Anne Bjørn Friis (minutes),

Apologies: Peter Mortensen, Nadia Schalipp, Emilie Vedel Hagelskjær, Emilie Bjørg Rank-Kornum, Ann Carroll-Bøgh, Trine Susanne Johansen, Joseph William Sterrett

Minutes (referat)

Uddannelsesnævn Engelsk

Date: 22. maj 2024

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

UN-chair Anne Schjoldager (AS) followed up on some of the questions regarding WISEflow and group formation from last meeting.

The SN will no longer have its own item on the UN's agenda. The UN is therefore given the approved minutes of the last SN meeting as a document. AS told the UN that it might be particularly interesting to read the SN minutes in regard to the discussion regarding students with special needs, which was also discussed by UN I April. The UN will find links to helpful information in the UN minutes from April.

3. Information: News from Arts Studies

Anne Bjørn Friis (ABF) presented the headlines from this month's newsletter from Arts Studies:

Useful information:

- Registration for elective courses in autumn 2024
- Approx. 1,000 Master's thesis students have submitted an external co-examiner form.
- Thank you for your help planning autumn 2024 – we have started planning spring 2025.
- Guidance sessions for students who have fallen behind, spring 2024.
- Fællesskabsfif – a tool to establish or boost a sense of community in a class.
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Events:

- WISEflow introductory courses for examiners
- Network meeting for teaching staff: Career perspectives on bachelor's degree level – what do students think?
- Arts Udenfor – spread the word about walks for students.

Important deadlines:

- Deadline for submitting set exam questions.

4. Discussion and decision: Approval of plans for introduction activities, including 'hytteture'

Head tutors for each degree programme presented their introduction plans (including bachelor's 'hytteture') and discussed these with the UN. 'Hytteture' are held for new students in the first semester of the bachelor's degree programmes.

The UN discussed the introduction plans for the following degree programmes in the department:

BA English (SLK):

The UN commented that both the introduction plan and plan for 'hytteturen' looked good and that the text throughout is very friendly and helpful. The UN briefly discussed the possibility of incorporating activities that students could carry out in their study groups and/or discussions on how students are experiencing their groups so far in the semester during. The UN touched on the possible misleading meaning of the headline "Brain box" for an information meeting because this term is typically used to present an activity or a competition.

BA IVK:

The UN commented that the introduction plan is good and that the text throughout is very friendly and helpful. It was nice to see that each day has been planned to finish at midnight. It is helpful for the students that information about the 'hyttetur' has been included in the introduction plan because this gives them a chance to familiarise themselves with the trip early on. The plan for the 'hyttetur' looked very good as well, and the UN only had a couple of recommendations, including study group work and stating in the programmes that the evening plans will finish at 2 am.

KAF:

The programme is largely the same as the programme from last year. The UN commented that the programme looked very good, with very relevant activities planned for the students.

KA ICS:

The head tutors told the UN that they have emphasised the international nature of the degree programme as it is the degree programme in the department with the highest number of international students. The programme is the same for all four ICS programmes, with minor differences. The UN commented that it is good that the introduction is planned for the first week of the semester to include as many international students as possible – inside and outside of EU. It would be very nice for students to receive the information folder beforehand, to help them prepare for their studies.

KA CLM:

There is one programme for all four languages. The UN commented that the programme looked very good and relevant. Coordinator Sandro Nielsen (SN) will try to recruit current students to participate actively in the activities.

Decision:

The UN approved the plans for the bachelor's introduction activities for all degree programmes, including "hytteture" for the two bachelor's degree programmes. The UN is not required to approve of the plans for the other degree programmes, but these are also good.

The next step:

By 1 June 2024, bachelor's head tutors must send the approved plans to the coordinators for introduction activities in VEST, Jannie Laigaard or Trine Schouborg.

5. Discussion and decision: Annual status review continued: approval of provisional action plans for 2024

At the UN meeting in April, the Head of Department reviewed the status of last year's action plans, with input from the UN. On this basis, the UN discussed whether there are any derived actions that need to be continued.

The Head of Department had since produced provisional action plans for 2024, which the UN discussed.

Peter Mortensen (PM) was not able to attend the meeting, but Nis Grøn (NG) was present to receive input from the UN on behalf of PM.

The UN discussed and approved the action plans for each individual degree programme (except ICS) to be submitted to the SN for processing.

From the discussion:

- The UN discussed the proposed future action regarding the exam types in the department, and some UN members suggested to change the wording of the proposed action merely to state "hjemmeopgaver" (take-home assignments) rather than "frie og bundne hjemmeopgaver" (free and set take-home assignments).
- Mentioning "students from Bangladesh" is unnecessarily specific, and the UN proposed to change this to "international students."
- Some VIP members proposed to delete the action "Afholdelse af semestermøder" because they do not consider this to be an efficient way of getting input from students. A student member commented that if such meetings are given a proper set-up and framing, it would be a chance for students to give and receive relevant information early on, to avoid later frustration. The UN talked about leaving it out of the action plans for 2024, but possibly discussing it further for 2025.
- The UN commented that the action "Afklaring af lav studieintensitet" via focus group interviews should be suggested for all degree programmes in the department, not just mentioned in the plan for CLM.
- Some UN members commented that the action "Fortsættelse af arbejdet med at skabe et aktivt studiemiljø" is a relevant action to pursue from the students' perspective, and the UN discussed how the department can support student organisations. This action should be addressed at a departmental level as well. The UN proposed that the head of department should be added as the responsible party.
- "Brobygning til erhvervslivet" should include closer collaboration with Arts Karriere.
- The UN asked about the planned hours per week listed in the action plans. Nis Grøn (NG) will investigate this after the meeting.

Decision:

The UN approved the Head of Department's provisional action plans for 2024 to be submitted to the SN with the proposed changes discussed.

The next step:

The Head of Department submits the provisional action plans for 2024 to SN secretary Sandra Schöne Leth Hansen (sslh@au.dk) for the SN meeting in June 2024. The deadline for submitting the action plans is 19 June 2024. The director of studies approves the action plans by 31 August 2024 and informs the Vice-dean.

6. Discussion: Annual review of KA ICS in connection with the degree programme evaluation

As KA ICS is going through a degree programme evaluation in the autumn, the UN discussed the ICS action plan from 2023 and data and gave input to the evaluation process. For the start-up meeting for the degree programme evaluation, the following focus areas were discussed:

- How best to recruit students for ICS: Students from where and with which interests?
- How best to develop students' academic and professional profiles with a view to strengthening their employability.

Matthias Stephan (MS) presented the background for the degree programme evaluation and the specific work the group has done so far. In his presentation, MS mentioned that an evaluation of the new academic regulations will be part of the evaluation report and evaluation meeting. He also mentioned that the indicators for study intensity and employment in the data material are moving in the right direction in comparison with previous years, but they are not all the way at the mark yet, and some of the actions in the action plan for 2023 are already addressing these issues. The UN briefly discussed how students leaving Denmark after obtaining their degrees figure in the data; previously, these students were always counted as 'unemployed' (though they might well have been employed), but this has been corrected.

MS invited the UN, especially students, to comment and give their ideas. A student commented that it would be a good idea to establish a LinkedIn group for students and promote this during the studies and not wait until after the students have finished their studies as is the case now. Another student commented that the information meeting about internships was held in Danish in 2023, which excluded international students. In addition to meetings held in English, it would be nice for students to be presented with a broader range of experiences with internships, including internships done by fellow international students.

The UN was also given the finalised proposal from English and German Romance for experts to take part in the ICS degree programme evaluation process.

The next step:

The ICS working group will use UN's input for their work with the degree programme evaluation process. The action plan is to be finalised after the evaluation meeting in the autumn and will be subject to approval by the vice-dean for education.

7. Discussion and decision: Nominating candidates for the AU Anniversary Foundation Teaching Prize

The UN has been asked by the SN to nominate candidates (teachers) for the AU Anniversary Foundation Teaching Prize 2025. It is up to the UN to decide how candidates are selected.

The process for nominating candidates for the AU Anniversary Foundation Teaching Prize 2025 suggested by SN IKK is that each UN is to nominate two candidates (different genders). It is a prerequisite that candidates are employed at AU and that students are involved in the nomination and selection of the candidates.

The next step:

The UN initiates a process to find candidates (teachers) for the AU Anniversary Foundation Teaching Prize 2025. The UN would like students (not just UN members) agree on two relevant candidates (different genders) from the English department.

Decision:

Using the template provided for this meeting, students are expected to submit filled-in templates (one for each candidate) to UN secretary Anne Bjørn Friis (abf@au.dk) *no later than on Monday, 10 June 2024*. When the candidates have been approved by the UN at the June meeting, UN chair Anne Schjoldager will send the department's nominations to SN Secretary Sandra Schöne Leth Hansen (sslh@au.dk) *by 18 September 2024*. If the nominated candidate(s) move(s) forward in the process, they will need to provide a CV of maximum two pages.

8. Decision: Changes to academic regulations in connection with new guidelines for the use of GAI from autumn 2024

In April, the UN was briefed on the process leading up to the implementation of new guidelines for the use of generative artificial intelligence (GAI) as from autumn 2024. The Head of Department was tasked with identifying courses with exams in which the use of GAI should be prohibited. The UN was presented with a list of proposed changes to the department's academic regulations to prohibit the use of GAI at exams.

The UN discussed whether to recommend these changes to be approved by the SN.

AU is still working on standardised formulations in connection with the prohibition of using GAI at exams. Minor changes could therefore be made to the department's formulations before the implementation in September 2024. No changes to the academic regulations will be necessary for exams with restricted aids, which will also prohibit the use of GAI at the exams in question.

The UN wondered about and discussed the reasoning behind the suggestion of "ingen hjælpemidler" instead of "anviste hjælpemidler" for the course "*Engelsk i brug: Praksis og teori*". The UN did not approve the suggested change in the form of "ingen hjælpemidler" because this would prohibit students from consulting books, the internet etc. The UN does not find this appropriate for an exam which is a set six-hour take-home exam.

Decision:

UN recommended the proposals for changes in the academic regulations regarding the prohibition of GAI at exams, to be approved by the SN in June 2024 – *with one important correction*: For the course "*Engelsk i brug: Praksis og teori*", the suggested change should be from "alle hjælpemidler" to "anviste hjælpemidler".

The next step:

The Head of department sends a finalised version of *document 8b* to UN secretary Anne Bjørn Friis (abf@au.dk) *by 12 June 2024*. The SN will consider the proposed changes at the June meeting, and the Vice Dean of Education will consider and approve the changes by the end of June 2024.

9. Information and discussion: The exam forms of Applied humanities

In KA English, A line, 2nd semester, students must choose two out of three courses within the theme *Applied humanities*. These courses have different exams. The exams of *Cultural and creative industries* and *Creative literatures at work* are different versions of a free take-home assignment, while *Language, evidence and theory* is a set take-home assignment of one week's duration.

Some students and VIPs would like to propose that all three courses have the same exam form. The UN was informed of the reasons for this proposal and discussed whether to take this further. Student member Peter Katballe-Kristensen told the UN that some students have decided against choosing a course because of the exam form.

ABF informed the UN that changes to exam forms in existing academic regulations are generally not approved by the Dean's office.

However, the UN wished to discuss the matter further and possibly propose a change to the exam forms of *Applied humanities*. ABF will include this on the agenda in August or September, in good time before the UN is to approve a possible final proposal in October, according to the SN and UN "årshjul"

10. Messages

The UN received updates and news from:

- *UN chair*: The *kantine* in Nobelparken will be closed in week 35, and this is an issue because it collides with the introduction week when students will not be able to buy food. NG will follow up on this and provide the department with information about this.
- *Academic and administrative staff*: *Nothing*
- *Students*: *Nothing*
- *Student counsellors (Studievejledning/VEST)*: *Nothing*
- *Internationalisation coordinators (by mail from Ann Carroll-Bøgh before the meeting)*: Regarding the outcome of the April/May round of study abroad applications: 28 IVK students from English submitted applications and 23 of them were assigned places, mostly from the university-wide partner universities.

11. Deadline for submitting documents for the next UN meeting

Any documents for the UN meeting in June 2024 should be sent to Anne Schjoldager (asc@cc.au.dk) and/or Anne Bjørn Friis (abf@au.dk) *no later than on Monday, 10 June 2024.*

12. Any other business

Nothing