



AARHUS UNIVERSITET

Minutes (referat)

Uddannelsesnævnet for Engelsk (Uddannelsesnævnsmøde Engelsk)

23-10-2024 14:15 - 16:15

1481-366

Participants:

UN members VIP: Anne Schjoldager, Trine Susanne Johansen, Sandro Nielsen, Ken Ramshøj, Joseph William Sterrett

UN members students: Peter Katballe-Kristensen, Emilie Rank-Kornum, Lærke Orup

Observers: Peter Mortensen, Ann Carroll-Bøgh, Imke van Bentum, Marley Kaiser, Jane Lücke Didriksen, Majken Evans Jensen (student counsellor), Nis Grøn, Anne Bjørn Friis (minutes)

Apologies: Ushma Chauhan Jacobsen, Kathrine Micheelsen

Punkt 1: Approval of the agenda

(Anne Schjoldager).

Minutes:

The UN approved of the agenda.

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

(Anne Schjoldager).

Document:

2.1 Minutes English UN meeting 18 September 2024.pdf

Minutes:

UN chair Anne Schjoldager (AS) informed the UN that she had followed up on the discussion raised by the student counsellor present at the UN meeting in September regarding study-group contracts, which are introduced in a first-semester workshop organised by student counsellors.

Punkt 3: Messages

Documents:

3.1 SN Referat SN IKK 25. september 2024.pdf

3.2 Udtalelse fra Studienævnet om studerende med særlige behov.pdf

The UN will receive any updates and news from:

3.1 Head of Department

3.2. Academic and administrative staff

3.3. Students

3.4 Student counsellors (Studievejledning/VEST)

3.5 Internationalisation coordinators

3.6 SN (The School of Communication and Culture's Board of Studies (*Studienævn: SN*)). See documents 3.1 and 3.2.

Minutes:

The UN received updates and news from:

3.1 Head of Department

Head of Department Peter Mortensen (PM) informed the UN that the day of the meeting was also the last day for submitting comments to the Head of School regarding the proposed '*heldhedsplan*'. After this, the Head of School will read through all comments with a special focus on perspectives in various departments.

The proposed downsizing (*dimensionering*) is expected to take effect next year and will affect the future of the Department of English, whose bachelor's degree programmes are to be mid-size, and adjustments will have to be made accordingly. It is expected that the master's degree programmes in the Department of English (KA English, KA ICS English and CLM English) will be less affected than master's degree programmes in several other departments.

PM also informed the UN of some good news: The Head of School has decided to advertise a new assistant professorship position for IVK/CLM English with a focus on digital communication.

3.2. Academic and administrative staff

Nothing

3.3. Students

Nothing

3.4 Student counsellors (Studievejledning/VEST)

Studiepraktik is currently taking place and it is going well. However, there are fewer attendees than in previous years. Counsellor Majken Evans Jensen encouraged all staff to help students find their way around AU.

Student counsellors would like to contribute with their notes and comments to the evaluations of the introductory week at the UN meeting in November.

3.5 Internationalisation coordinators

Study Abroad Fair across AU has been held for the first time onsite since 2020, and it went well.

3.6 SN (*Studienævn*: The School of Communication and Culture's Board of Studies)

AS informed the UN of an SN statement (*udtalelse*) with information for teachers regarding students with special needs, approved by the SN. The SN expects to discuss this every year.

The SN discussion regarding the study environment of master degree students was not based on qualitative data, but on students' own experiences. The SN concluded that MA students also need a study-start introduction, both socially and academically. MA students studying at the IKK recommend that such an introduction is made obligatory. For many students, who may be busy with family, work and other obligations, tend to skip events that are purely social. It is therefore important to mix academic content with social content.

Fortunately, *Anglia* has received many new members and seems to be growing stronger again.

Punkt 4: Information: News from Arts Studies

(Anne Bjørn Friis).

Document:

4.1 Oktober 2024_Nyhedsbrev fra Arts Studier_DA_ENG.pdf

The UN is to be given an update from the Arts Studies based on the most recent newsletter (document 4.1).

Minutes:

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

Useful information:

- Positive evaluations reflect a successful introduction week
- Elective courses in spring 2025 are now available in the course catalogue
- Action plans from the annual status review 2024 have been approved
- Many students have submitted their Master's thesis on their second exam attempt
- New model for the planning of teaching activities to be used by the study administration
- Room changes in week 43 due to 'Studiepraktik'

Important deadlines:

- Submission of proposals for internationalisation electives (*IV-fag*) at the School of Communication and Culture and the School of Culture and Society
- Remember to check timetables and exam schedules for spring/summer 2025

Punkt 5: Discussion and decision: Proposal of changes to academic regulations

(Ken Ramshøj, Peter Mortensen, Anne Bjørn Friis).

Document:

5.1 *Fagbeskrivelse_Ændring_Engelsk KA*

5.2 *Fagbeskrivelse_Ændring_Engelsk KA EXTRA 22. October*

The UN is to discuss and propose changes to academic regulations. The UN has received a proposal for the exam of "Language, evidence, and theory" (KA English 2017, A line). See document 5.1.

Proposal for decision:

The UN approves and submits changes to academic regulations to the SN for discussion at the November meeting.

Minutes:

The UN discussed a proposal for changes to the academic regulations for MA English SLK 2017, specifically for the exam of "Language, evidence, and theory".

Students must choose two out of three "Applied humanities" courses, and some students have reported that they are reluctant to sign up for one of them, "Language, evidence, and theory", due to the set, seven-days exam. For this reason, Ken Ramshøj, on behalf of several students, proposed to change the exam form from a set take home assignment (*bunden hjemmeopgave*) to a take-home assignment on a topic of the student's choice (*fri hjemmeopgave*).

Decision:

The UN approved of the proposal and submits the proposal for changes to the academic regulations to the SN for discussion at the November meeting.

Punkt 6: Information: SN/UN elections at AU

(Anne Schjoldager, Peter Katballe-Kristensen).

The UN is to be given an update on the SN/UN election list for students in the Department of English, submitted before the deadline on 11 October 2024.

Minutes:

The UN was given an update on the SN/UN election list for students.

UN vice-chair Peter Katballe-Kristensen (PKK) was able to recruit eight students on the list. Two more had expressed an interest in being on the election list, but did not manage to confirm this by the end of the deadline.

The UN was pleasantly surprised that they were able to recruit first-year students for the election list this year as well as two ICS students.

Students who are not on the election list are welcome to participate in meetings as active observers.

PKK can only continue as SN representative for one more semester, and after this, Lærke Orup is expected to take over for the autumn semester.

Punkt 7: Information and discussion: Internationalisation electives (IV-fag)

(Anne Schjoldager, Peter Mortensen).

Documents:

7.1 IV-fag udbudte, oprettede og antal tilmeldte E19-E24.xlsx

7.2 Rammenotat IV-fag E25-F26.docx

7.3 Procesplan IV-fag.docx

The UN is to be informed of and discuss internationalisation electives (IV-fag) to be offered in autumn 2025 and spring 2026.

IV-fag at Arts give students an opportunity to use English in an academic setting and work with an academic theme within the humanities. The idea is that students work academically in an interdisciplinary teaching environment, giving them an interdisciplinary perspective on their own field of study.

In the BA degree programmes of the Department of English, students are to take an IV-fag in the 4th semester. The Head of Department's deadline for submitting the Department's proposals for IV-fag for autumn 2025/spring 2026 is on 20 November 2024 (cf. documents 7.2-7.3).

In November 2024, the UN is to be given an update by the Head of Department on IV-fag selected to be offered by the Department of English.

For information about IV-fag at Arts, see document 7.1 (please note that this is an Excel-file, which should be downloaded from FirstAgenda). For more information, including IV-fag offered in autumn 2024 and spring 2025, please check:

<https://studerende.au.dk/studier/fagportaler/arts/tilvalg-valgfag-mv/iv-fag/>.

Next step:

As from 2025, the UN suggests that staff in the Department of English should be invited by the Head of Department to submit proposals in September/October for upcoming IV-fag in the following academic year (next time: for IV-fag in autumn 2026/spring 2027). In October 2025, the UN can then be given an update on proposed IV-fag from the Department of English and give input to the selection process.

Minutes:

The UN discussed the future process for selecting which IV courses should be offered by the Department of English. It has already been decided which courses are offered in the spring of 2025.

Previously, the process for selecting IV courses to be offered has not been transparent, and the UN has not been given an opportunity to offer input to the process. However, as from 2025, the UN is to discuss the selection of the Department's IV courses in September, when the process starts. Thus, the UN will be given a chance to offer input to the selection process.

PKK commented that several students, in their responses to the proposed 'helhedsplan', have suggested to discontinue IV courses, and that IV courses are not popular among students in the Department of English because these courses are often considered irrelevant for their studies.

Ann Carroll-Bøgh commented that IV courses are very important for international students.

Punkt 8: Information and discussion: Outgoing and incoming exchange students

(Anne Schjoldager, Ann Carroll-Bøgh, Sandro Nielsen)

Documents:

8.1 Kursustilmeldinger incoming, E20-E24, 4.7.24, anonymiseret.xlsx

8.2 Incoming og Outgoing og balance 21.8.24, anonymiseret.xlsx

8.3 Søgemønstre, udrejsende Arts, anonymiseret, 26.8.24.xlsx

8.4 Seats, aftaler, 21.8.24.xlsx

8.5 Kursusudbud t. exchange Arts 2.7.24.xlsx

The UN is to be given an overview of and discuss the situation regarding exchange in the Department for both outgoing and incoming students. To find data about both outgoing and incoming exchanges, see documents 8.1-8.5 (please note that these are Excel-files, which should be downloaded from FirstAgenda).

International coordinator Ann Carroll-Bøgh is in charge of outgoing ICS students (all languages), outgoing SLK English students and SLK, IVK and ICS incoming students (all languages). International coordinator Lene Lykke Christensen is in charge of outgoing IVK students (all languages). For information about the International Office, check <https://studerende.au.dk/studier/fagportaler/arts/udveksling-og-studieophold-i-udlandet/kontakt-din-internationale-koordinator>

For this item, the UN could focus on these themes regarding **outgoing bachelor's students from the Department of English**:

1. Few Arts agreements with partner universities fit the IVK profile: many IVK students choose to be freemovers and apply for places at other universities.
2. The exchange rounds are different for SLK (starting in December) and IVK (starting in March): IVK students are often left with 'leftovers' from the Arts agreements.
3. Sometimes it is difficult for students to get the required credits at the host university (30 ECTS per semester).

Next step:

The UN decides to follow up on the exchange situation in October 2025.

Minutes:

International coordinator Ann Carroll-Bøgh gave the UN an overview of the situation regarding exchange in the department for both outgoing and incoming students, including the situation when IVK and CLM were moved from BSS to Arts (IKK) in 2017, and BSS partnership agreements could no longer be used by IVK/CLM students.

Some IVK students do not wish to make use of Arts partnership agreements, which mainly regard language/humanities programmes, and decide to apply for places at business-oriented programmes as freemovers. Sometimes IVK students who have not been successful as freemovers in the first round take advantage of 'leftovers' from the Arts agreements in the second round. This is possible because IVK deadlines are later than those of SLK students.

The balance between incoming and outgoing is very important.

It is sometimes difficult for exchange students to bring home the required ECTS credits from a host university. This difficulty applies to exchange students across the Arts, and students have to be prepared for cancellations and changes in courses at the host university. Statistics show that everything seems to work out for the vast majority of exchange students in the Department of English (both incoming and outgoing).

The UN decided to follow up on the exchange situation in October 2025.

Punkt 9: Discussion: Study environment survey

(Anne Schjoldager, Peter Mortensen)

Documents:

9.1 Engelsk, bachelor_SMU 2023

9.2 Engelsk, kandidat_SMU 2023

9.3 Erhvervsprog og international erhvervskommunikation i engelsk, kandidat_SMU 2023

9.4 International virksomhedskommunikation i engelsk, bachelor_SMU 2023

The Danish Student Survey is sent by the Education and Danish Agency for Science, Technology and Innovation to all students at Denmark's institutions of higher education. The responses were collected in autumn 2023, and a total of 10,800 students at AU (34.2%) answered the questionnaire. At Arts, 37.4 % of the students responded. In the last autumn, students were asked about a wide range of topics, including, among others,

well-being, feedback, time spent studying, contact with teachers, physical conditions, stress and loneliness as well as harassment.

Unfortunately, as there were less than 10 respondents for ICS English, there is no study environment report.

Proposals for local discussions in the UN can take the form of:

- What do you notice in particular about the student survey?
- What are the positive trends?
- What are the focus points?
- Do you think that actions/initiatives should be launched based on the points of attention you have identified?
- If yes, do you have ideas for actions/initiatives?
- The Annual status review action plans: Do the discussions rise to the initiation of activities in the action plans?

The UN is given the results of this survey for four degree programmes (documents 9.1 - 9.4).

Next steps:

SN representatives convey orally the conclusions of the UN discussion to the SN in November 2024.

Minutes:

The UN briefly discussed that the information derived from the material in the Student Environment Survey has already been taken into account in the Department's UMV action plans and in previous UN discussions.

Punkt 10: Discussion: MA Graduate Survey

(Anne Schjoldager, Peter Mortensen)

Documents:

10.1 Engelsk, kandidat_DIM 1-2 år 2023

10.2 Erhvervsprog og international erhvervskommunikation i engelsk, kandidat_DIM 1-2 år 2023

10.3 Interkulturelle studier, kandidat_DIM 1-2 år 2023

The Danish Student Survey, the graduate part, is aimed at MA graduates. In 2020, AU conducted a parallel questionnaire survey for MA graduates]. This survey is no longer conducted. The survey was carried out in autumn 2023 and was sent to 11,565 graduates at Aarhus University and 3,359 responded, giving an overall response rate of 29%. At Arts, the overall response rate was 32 %.

Proposals for local discussions in the UN can take the form of:

- To what extent do the degree programmes prepare graduates for jobs?
- Do graduates experience a correlation between what they learned in their degree programme and the competences demanded by employers?

- What is the connection between the competences acquired during the degree programme and the competences acquired in jobs.

The UN is given three reports for this item (see documents 10.1 - 10.3)

Next steps:

The SN representatives convey the UN's conclusions orally to the SN in November 2023.

Minutes:

PM presented the discussion and mentioned that the survey contains valuable information for the Department. It is important to discuss available types of jobs, and how qualified students are for these jobs.

In particular, PM and UN mentioned these points from the survey:

- Graduates are surprised at how little they get to use their academic qualifications in the jobs offered and/or in their employment
- Several graduates attribute their extracurricular work to the fact that they have been able to find employment
- The number of students expressing a wish for a different degree (*ønske om omvalg af uddannelse*) is surprisingly high for ICS students
- Unfortunately the response rates were generally low, which makes results less valid and less useful

Student Counsellor Majken Evan Jensen mentioned that Arts *Karriere* can assist students during their studies and afterwards. The UN discussed inviting Arts *Karriere* to give their input at a future UN meeting.

Punkt 11: Deadline for submitting documents for the next UN meeting

Any documents for the UN meeting in November 2024 should be sent to Anne Schjoldager (asc@cc.au.dk) and/or Anne Bjørn Friis (abf@au.dk) *no later than on Monday, 11 November 2024.*

Punkt 12: Any other business

Minutes:

Nothing.