

Meeting: 18th September 2019
Building 1485-414, 11-13 hrs.
Uddannelsesnævnsmøde LICS

Camilla Mark Thygesen

Date: 18th September 2019

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Participants: Ethan Weed (Chairman of UN), Johan Keller Jensen (vice chairman of UN), Joshua Charles Skewes (head of department), Sabrina Bækkelund Larsen (afdelingskonsulent), Jan Rijkhoff (UN member), Kristian Týlen (UN member), Peter Bakker (UN member), Bill McGregor (UN member), Cordula Vesper, Johanne Nedergård, Peter Thramkrongart (student), Fabio Trecca, Karsten Olsen, Maria Jørgensen, Thea Helene Nørgaard (head tutor), Kristina Duun (student counsellor), Sofie Frandsen (student counsellor), Rebekah Baglini, Karsten Olsen, Camilla Mark Thygesen (SNUK), Christian Hansen (SNUK).

1. Approval of the agenda and the minutes from the previous UN LICS meeting (Appendix 1)

The meeting started with a presentation of the participants since there were a lot of new staff representatives at the meeting.

The agenda was approved, and with some minor additions the minutes were approved as well.

2. Evaluation of the Study start

The head tutor from Linguistics was present at the meeting, together with a tutor from Cognitive Science.

Linguistics:

They have received positive evaluations overall. They had reduced the “egenbetaling” (fee) for the week, which was positive since they did not receive any negative comments like they had the years before.

The head tutor was asked why not all the teachers from the programme were introduced, and she replied that because students from last year found it confusing to be introduced to teachers they would not see for at least a year, it was decided that only be the teachers teaching at the first semester would be introduced.

The UN had no additional questions.

Cognitive Science:

The study start was filled with a bit more confusion than at Linguistics, since there are more international students who had missed some of the information.

At cognitive science they had raised the “egenbetaling”, but that was not a problem.

The budget looks good for this year. Overall the evaluation report looks good.



Comments:

The tutors reported that the new Master´s degree students were happy about the level of events for them, even though no actual study start week are planned for the. The Bachelor tutors had arranged some event for the Master´s degree students, which was a great success. They had some trouble finding out what would be relevant for the Master´s students, so that will get better next year.

3. Briefings:

- from Institute Forum

Kristian Tylene reported on a joint meeting with the institute leadership, where the institute strategies were discussed. These discussions can influence the later decisions about the five-year strategy plan that will begin in 2020.

The main point from the faculty about the new strategy was to not commit to too many changes, since the faculty has gone through a lot of changes couple of years. KT reported that he would try to find out more about what the plan for "profile adjustment in Arts" means. Head of Department explained that it probably means more connection to industry and more focus on technology.

- from Board of Studies

Johan was elected as vice chair of the board of studies. Other than that there was not much to report.

At the next meeting there will be a discussion of which topics the SN should address over the next few months. Among the possibilities is GDPR, could be interesting for the UN as well. Staff are invited to submit possible topics to Ethan or Johan.

It was asked what to do about exchange students who need to get a grade to merit their result to their own university, but a taking a course that is pass/fail. The department has had some issues with this recently, and it is in general a problem at the department. Head of Department will try to find a solution.

- from student counsellors

Student counsellors have held a study group workshop for Linguistica and Cognitive Science. The counsellors reported that they get a lot of admission questions to semiotics from people outside the university (from AAU and KU). This could show an interest from Danish students.

The Vice chairman of the UN, Johan Keller, informed that he has created a *fagråd* or "Student Union; they are planning to have a representative from each

year and monthly meetings. The topics from the UN will be discussed at this meeting, and they can also give themes for discussion to the UN.

- from staff

The UN discussed that fact that there might be a new system to replace Blackboard.

It was mentioned that there has been made a mistake regarding courses at cognitive science, which should not be open for exchange students, but are at the moment. Sabrina Bækkenlund Larsen (SBL) will look into this.

- from SNUK

Camilla Mark Thygesen (CMT) informed about the newsletter from Arts Studier, and the upcoming election at the university.

4. Introduction to new staff members

This was done in the beginning of the meeting.

5. Bachelor´s degree programme in Cognitive Science (Head of Department)

The UN will be presented with the full regulation for the Bachelor´s degree programme in Cognitive Science and are asked to comment on the regulation and give ideas for changes before it is send to the Board of Studies in November.

Appendices:

Appendix 5 Study regulation BA Cognitive Science

Head of department informed about the process for making the new study regulation for the Bachelor´s degree programme for cognitive science. There has been a large student meeting with a lot of attendances and comments that will be integrated in the descriptions. They are also working on getting feedback from employers and censors.

It was informed that is it only students admitted in 2020 who will be on this regulation.

Any feedback can be sent in writing to the Head of Department.

6. Archive folder on the O-drev

The UN discussed that they should keep some of the material for historical purposes. The UN agreed that the material will be saved in the folder shared by the Head of Department and SBL, until someone can look through it, and save it in the right way.

7. Teaching evaluations (Head of department)

The UN had no comments, to the reports except that they overall look good. The reports will be sent for approval at the Board of Studies.

It was mentioned that it is important that the evaluation notes from the teachers are filled out, because otherwise they cannot be included in the overall evaluation report.

8. Process for changes in the existing study regulations (SNUK)

CMT informed about the process for suggesting changes in a regulation that has been through a full run through. Templates for this can be send to the *fagkoordinatorer* by CMT if needed.

It was mentioned that the course evaluations can be used as an argument for suggesting changes.

9. Confusion about the value of figures and coding in the study regulations

This was pushed to a later agenda since the people involved in this were not here.

10. "Rondvraag" (short questions/comments before the closure of meeting)

10.1 From Head of Dept.

(1) INFORMATION: PhD mid-term defences

It was mentioned that the process for this does not make sense, but it could be an idea to do the meetings by Skype.

Some members of the UN do not think it should be necessary to give people a fee to come to these defences. This is not what the teachers at the department experience from other universities, when they go abroad to participate in similar defences.

(2) INFORMATION: Staff development meetings will begin soon.

Head of department will start planning these meetings (MUS-samtaler).

Afterwards a policy for research semesters will be made on the basis of these meetings.

(3) UPDATE: Issues associated with centralisation of teaching planning

In the future planning system, the constraints from last year will be saved and then the semester will be planned in the same way.

It was informed that teaching will be planned two to three semesters in advance. The general reaction from this department is that it is not a problem. Flexibility will still be possible, but the plans will be made in advance, and then small changes can still be made if possible if it does not affect the overall structure of the semester. Changing of teaching forms will be made more difficult.

(4) UPDATE: Course time budgets

Head of department reported that overall it looks good for the department.

(5) RECAP: Plan for evaluation procedure

Head of department gave a recap about the decisions made at the last UN-meeting. SBL will send a reminder to the teachers who are supposed to do the evaluation. Mid-term oral evaluation are still obligatory and part of the evaluation policy. All courses will be open for evaluation at Blackboard, so it is important to look at the email from SBL to see if the evaluation should be made visible for the students.

(6) RECAP: English downsizing

It was explained that there is no final decision about how to understand the new rules about language on Danish degree programmes, but right now it looks as if more than half of the ECTS has to be taught in Danish. This means that one 10 ECTS course in the first two semesters of Semiotics will have to be taught in Danish. The last two semesters count as Danish because the students have the opportunity to choose Danish courses.

(7) UPDATE: Positions

- IKK- Professor in Cognitive Science (Shortlisted and under evaluation)
- IKK - Assistant Professor in Computational Linguistics (Shortlisted and under evaluation)
- IKK – Associate Professor in Cognitive Science and Cognitive Semiotics – (Undergoing shortlisting, evaluation committee formed)
- IKK – Fixed term Assistant Professor in Cognitive Science/Semiotics – (Job ad drafted and awaiting approval, will be advertised soon)

(8) UPDATE: Academic regulations: Supplementary programs

It was informed that the two supplementary subjects Critical Analytics and Social Minds have received good feedback from the one employer who attended the employers meeting.

Johan Keller will ask the Board of Studies what the best way of getting student feedback for the new supplementary courses is.

It was suggested to send the regulations to the 3rd semester students at Cognitive Science to receive feedback.

(9) UPDATE: Academic regulations: Regular programs

- BSc Cognitive Science: On UN agenda for approval.
- MA Linguistics: Course descriptions drafted. Student and employer input will be sought ASAP. Regulations will be on UN agenda.
- MA Cognitive Semiotics: Course descriptions drafted. Student inputs have been received. Awaiting employer input. Regulations will be on UN agenda.