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| Meeting: 22th April 2020 11.00-13.00  **Link to zoom:** <https://aarhusuniversity.zoom.us/j/61778678995>  Uddannelsesnævnsmøde LICS | Agenda |

# Approval of the agenda and minutes from the previous meeting

Appendix 1: Minutes from last meeting.

# Briefings:

- from Institute Forum  
- from Board of Studies

- from students counsellors

- from staff

- from SNUK

# Årlig status 2020

Årlig status er en del af det løbende og uddannelsesnære kvalitetssikringsarbejde på Arts og er nærmere beskrevet i [uddannelseskvalitetsprocesser på Arts.](https://medarbejdere.au.dk/fileadmin/www.medarbejdere.au.dk/hovedomraader/Arts/Kvalitet/1_Uddannelseskvalitetsprocesser_paa_Arts_2020.pdf) Formålet med [årlig status](https://medarbejdere.au.dk/fileadmin/www.medarbejdere.au.dk/hovedomraader/Arts/Kvalitet/1.1._Bilag_1_Udfoldet_procesbeskrivelse_for_aarlig_status_Arts_2020.pdf) er, at uddannelsesnævnet, studienævnet og instituttet, på baggrund af et systematisk eftersyn af uddannelserne i deres helhed, prioriterer de indsatsområder, afdelingen vil arbejde med fremadrettet for at forbedre uddannelsens kvalitet jf. AUs kvalitetspolitik.

På grund af den meget særlige situation vedr. Corona, vil prodekan for uddannelse i år give uddannelsesnævnene mulighed for at gøre årlig status mindre omfattende. Det betyder, at UN denne gang kan begrænse drøftelsen til at være en justering af sidste års handleplan samt forholde sig til røde indikatorer i de nye indikatorkort.

*Brief English translation (Ethan): Annual status review 2020. The annual status review is part of the Arts quality control procedure. The goal is to have systematic improvement of our education.*

**UN’s opgave:**

1) at gøre status på sidste års handleplaner og tidligere prioriterede udviklingstiltag.

De handlinger, der er afsluttede, føres ind i det første felt ” Status på afsluttede handlinger fra det seneste kvalitetsår”. UN beslutter på den baggrund, om der er afledte handlinger, der skal videreføres. De afledte handlinger føres ind i handleplanen for 2020.

- relevant materiale ved behandling af punktet: godkendte handleplaner fra 2019, Handleplansskabelon 2020- som noget nyt er der indsat et felt til status på afsluttede handlinger fra det seneste kvalitetsår.

*1) We are supposed to look at what we decided to do last year and decide whether we are done with those initiatives, or whether we want to keep doing them this year.*

2) at udarbejde handleplaner for hver uddannelse

Handleplanen kan i år være en justering af sidste års handleplan. Hvis uddannelsen har en eller flere røde indikatorer i det nye indikatorkort, skal UN drøfte, hvilke årsager der kan ligge til grund for dette og identificere mulige handlinger, hvormed udfordringerne kan imødegås.

- relevant materiale ved behandling af punktet: datamateriale fra Power BI, bemandingsplaner, gældende studieordninger, handleplaner for seneste kvalitetsår, censorformandsskabets årsrapport evt. undervisningsevalueringer for uddannelsesnævnet og uddannelsesnævnets øvrige viden samt ”Samtaleguide til bachelor- og kandidatuddannelser med få studerende” findes i vedlagte bilag.

Årlig status gennemføres på UN-mødet i april og de af UN indstillede handleplaner behandles i studienævnet i juni.

*2) We need to make a new plan for next year. Most importantly, if any areas have been flagged as “red” (e.g. if our dropout rate is too high) we need to talk about what the causes might be, and what we plan to do this year to make improvements. We need to send our new plans in time for the Study Board can approve them at their meeting on May 27th.*

Forslag til beslutning

UN beslutter, hvilke indsatsområder der skal prioriteres i handleplanen 2020 på baggrund af sidste års handleplaner og uddannelsens aktuelle status og indstiller handleplanen for 2020 til godkendelse i Studienævnet.

Appendix 1 Udfoldet procesbeskrivelse for årlig status Arts\_2020

Appendix 2 Action plan 2019 BA Cognitive Science

Appendix 3 Action plan 2019 BA Linguistics

Appendix 4 Action plan 2019 MA Linguistics

Appendix 5 Action plan 2019 MA Cognitive semiotics

Appendix 6 Template for Action plan 2020

Appendix 7 Samtaleguide til bachelor- og kandidatuddannelser med få studerende - med EVU

# Discussion of IKK’s strategy

The study board will discuss the new strategy for the institute at their next meeting. The UN discusses the new strategy and gives input that the representatives can present at the next study board meeting.

Appendix 8 Hearing of new strategy for IKK

Appendix 8a Hearing of new strategy for IKK (English version, straight from Google Translate)

Appendix 9 Draft of new strategy for IKK

Appendix 9a Draft of new strategy for IKK (English version, straight from Google Translate)

# ”Rondvraag” (short questions/comments before the closure of meeting)

# From Head of Dept.

(1) REMINDER – POLICY ON GUEST LECTURES IN COURSES

1. Staff may have one guest lecture per course, for which both they and the guest lecturer receive full preparation time in vipomatic
2. Staff may have further guest lectures per course, for which the guest receives preparation time, but the staff member only receives time for attendance (if they are there)
3. Staff can continue to "trade" guest lectures, or provide and receive guest lectures on a quid quo pro/pro bono basis, without changes to VIPOMATIC
4. The HoD now needs to be informed of all guest lectures excepting those described in c) i.e. traded/”free” lectures

(2) REMINDER – UPLOADING OF COURSE PLANS/SYLLABUS

Please upload your lesson plans for our folder, for sharing with new teachers who might have your course in the future, and for teachers on upper level/MA courses.

(3) REMINDER – CORPORATE THESIS

If you have a student who is planning on a project placement, and you think they might be interested in doing their thesis in co-operation with the company, then strongly consider signing the project up as a corporate thesis.

(4) UPDATE – POSITIONS

- IKK- Professor in Cognitive Science (Offers made)

- IKK – Associate Professor in Cognitive Science and Cognitive Semiotics (Offer made)

- IKK & IKS Externally funded positions with named applicants, and elaborated links to teaching roles

- Remaining uncertainties: Teaching buyout & upcoming temporary contract discussions

(5) INFORMATION – TEACHING PLANNING

Linguistics fall plan submitted for discussion. Cognitive Science, Semiotics, and Elective programs are too incomplete. This is due to staffing uncertainties.

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| **Linguistics** |  |
| Understanding linguistics | Bill |
| Danish grammar | Alexandra |
| Applied linguistics | Nicholas |
| Morphology and syntax | Jan |
| Conversation analysis | Maria |
| Language cognition brain | Ethan |
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| Experimental psycholinguistics | Ethan |
| Grammatical theory | Bill |
| Language in context | Peter |

(6) UPDATE: ACADEMIC REGULATIONS