

**Meeting: 19th February 2020**  
**Building 1485, room 414, 11.00-13.00**  
**Uddannelsesnævnsmøde / Meeting Board of Degree Programme LICS**

Agenda

## UN meeting

### 0. Constitution of the Board of Degree Programme

Rules of procedure (forretningsorden) [https://studerende.au.dk/fileadmin/studerende.au.dk/Arts/Studienaevn/Forretningsorden\\_for\\_uddannelsesnaevn\\_paa\\_Institut\\_for\\_Kommunikation\\_og\\_Kultur.pdf](https://studerende.au.dk/fileadmin/studerende.au.dk/Arts/Studienaevn/Forretningsorden_for_uddannelsesnaevn_paa_Institut_for_Kommunikation_og_Kultur.pdf)

### 1. Approval of the agenda and minutes from the previous meeting

- Appendix 1: Minutes UN-meeting LICS 04.12.2019
- Minutes of UN meetings from last semester can now be publicly available at: <https://studerende.au.dk/studier/fagportaler/arts/kontakt/udvalgnaevn/uddannelsesnaevn/kommunikation-og-kultur/>

Board of Degree Programme  
Linguistics, Cognitive  
Science and Semiotics (LICS)

Ref: Celia Haldan Voetmann

Date: 19 February 2020

Side 1/3

### 2. Briefings:

- from Institute Forum
- from Board of Studies
- from student counsellors
- from staff
- from SNUK

Appendix 2: *Newsletters from Arts Studier*

### 3. Briefing about the Vice Dean's approval of new academic regulations

Five new academic regulations have been approved by the Vice Dean.

- Cognitive Semiotics (Master's Degree Programme)
- Linguistics (Master's Degree Programme)
- Cognitive Science (Bachelor's Degree Programme)
- Social Minds (Bachelor's Supplementary Subject)
- Cultural Data Science (Bachelor's Supplementary Subject)

### 4. Evaluation of programmes

The UN and head of department work out evaluation reports for each degree program based on the evaluation notes from the individual teachers. The evaluation reports will be processed by the Board of Studies in March.

Link to the evaluation policy: [https://cc.medarbejdere.au.dk/fileadmin/www.medarbejdere.au.dk/Institutter/DAC\\_-\\_Institut\\_for\\_AEstetik\\_og\\_kommunikation/Evaluating\\_the\\_teaching\\_and\\_degree\\_programmes\\_at\\_the\\_School\\_of\\_Communication\\_and\\_Culture.pdf](https://cc.medarbejdere.au.dk/fileadmin/www.medarbejdere.au.dk/Institutter/DAC_-_Institut_for_AEstetik_og_kommunikation/Evaluating_the_teaching_and_degree_programmes_at_the_School_of_Communication_and_Culture.pdf)



Template for the evaluation reports CC:

<https://cc.medarbejdere.au.dk/til-undervisere/evaluering-af-undervisning/afdelingslederens-evalueringsskema/>

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

-----

**From Head of Dept.**

(1) INFORMATION – POLICY ON GUEST LECTURES IN COURSES

- a) Staff may have one guest lecture per course, for which both they and the guest lecturer receive full preparation time in vipomatic
- b) 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)
- c) Staff can continue to "trade" guest lectures, or provide and receive guest lectures on a quid quo pro/pro bono basis, without changes to VIPO-MATIC
- d) The HoD now needs to be informed of all guest lectures excepting those described in c) i.e. traded/"free" lectures

(2) INFORMATION – TIME FOR DEVELOPMENT OF NEW COURSES

New courses will be compensated 30 hours additional preparation time the first time they are run. This only applies to new courses that have never been run before. It does not apply to courses that individual teachers are running for the first time, but which have been run before by others. Typically, this will be new courses on new academic regulations, or completely new IV-fag.

(3) REMINDER – FORWARDING OF COURSE PLANS/SYLLABUS

Please forward 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. This is directly relevant to point 2).

(4) INFORMATION – MUS FOLLOW UP

After our MUS, I have communicated the following three issues to IKK leadership, as important to LICS faculty.

- a) Concerns about Arts policy and practice for data protection and GDPR, both in research and in teaching
- b) Concerns about increases in "process teaching", or courses and teaching on general academic skills, rather than discipline specific knowledge and skills. Examples include increases in contact hours related to BSc projects, and 3<sup>rd</sup> semester on the MSc/MA programs.

- c) Balance between teaching and research – my own focus

(5) REMINDER – COURSE TIME BUDGETS

Course time budgets have been revised for all programs. A number of constraints changed during the process, and while we tried to keep everyone in the loop, it was necessary to make an independent decision in some cases. I have held a meeting with linguistics and will need to hold meetings with cognitive science and semiotics. For now some main points are:

- Increased teaching on Bachelor thesis courses
- Increased teaching on Master's thesis preparation course
- Clarification of lab structures at cognitive science
- Increased lecture activities on first year in the BSc in Cognitive Science
- Changes to time compensation for some exams – portfolios without page numbers receive 60 minutes – written assignments receive time to read maximum page numbers

(6) UPDATE: POSITIONS

- IKK- Professor in Cognitive Science (Interviews planned)
- IKK – Associate Professor in Cognitive Science and Cognitive Semiotics – (Interviews planned)
- IKK & IKS Externally funded positions with named applicants, and elaborated links to teaching roles

(7) UPDATE: ACADEMIC REGULATIONS

Regulations for all programs are under revision following comments from the vice-dean for education. This is the final stage of the process. All regulations will need to have a final language check. My language is sloppy and I would like help if possible. The programs being revised/written are:

- Cultural Data Science Supplementary program
- Social Minds Supplementary program
- BSc Cognitive Science
- MA Linguistics
- MA Cognitive Semiotics

(8) 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.