

Meeting: 20th May 2020 11.00-13.00
UN-meeting LICS

Minutes

Participants:

UN members:

Ethan Weed (chair of the meeting),

Jan Rijkhoff, Kristian Tylén, Peter Bakker, William McGregor, Mikkel Wallentin.

UN LICS

Dato: 20.05 2020

Minute taker: Julie Zederkof

Observers: Johan Keller Jensen (student), Peter Thramkrongart (student), Kristina Duun (student counsellor), Alexandra Kratschmer, Cordula Vesper, Chris Mathys, Karsten Olsen, Rebekah Baglini, Jeroen Willemsen, Daina Crafa, Joshua Skewes (head of department), Jakob Steensig, Sofie Raun (department consultant), Julie Zederkof (SNUK, minute taker).

Side 1 / 4

1. Approval of agenda and minutes from last meeting

The agenda and minutes were approved with no further additions.

Documents will from now on be shared in dropbox since some participants have difficulties using the VPN.

A guidance for how to set up VPN is found here: <https://medarbejdere.au.dk/administration/it/vejledninger/sikkerhed/totrinsbekraeftelse/>

SNUK will in the future update the website with agenda prior to the meeting and minutes when these are approved:

<https://studerende.au.dk/studier/fagportaler/arts/kontakt/udvalgognaevn/uddannelsesnaevn/kommunikation-og-kultur/>

2. Briefings (orientation)

2.1 News from the Board of Studies

Obligatory set of 11 questions for the teaching evaluation

At the upcoming Board of study meeting the Board of study are to make a decision of *an obligatory set of 11 questions for the teaching evaluation*.

LICS have decided on a specific set of corona-questions in addition to the obligatory questions, the questionnaire is therefore fairly long and in some ways overlapping.

The UN proposed

- that the question about "whether electronics was successfully used in course" should be removed, if this questions is not already removed from the set of questions.
- to reformulate the question regarding mid-term evaluation. Students tend to answer "no" to the question about if there has been any follow up on the mid-term evaluation. However it is often the case that there is nothing to follow up on and thereby the student's answers make it looks like that the teacher didn't follow up on important requests from the students.

- that questions about academic objectives should be removed, since the UN argues that these questions don't have the desired effect.

Corona and implications for the study start

The Board of studies are to discuss Corona and implications for the study start after the vacation. The Head of Department informs that there are no official plans yet but that the Chef-tutors have been instructed to slow down the preparation of activities until more information is available. Everything points to that it will be a normal study start but with health regulations and more emphasis in general on disciplinary elements. Cabin trips are cancelled and an idea catalogue of activities that can be held online, is being produced.

It is discussed how the planning of E20 will be processed, with the requirement of 1 meter distance. The head of department informs that there is no official process yet but that it is likely that many classes will be held online and that 1st year students will most likely be prioritized for having classes at campus.

2.2 News from the Institute Forum

Since there has not been a meeting since the last UN meeting, there is nothing to report.

2.3 News from the student guidance

Student counsellors report of low activity. Students mostly have questions about the MA thesis.

Students have been focused on the new type of learning and studying due to the Corona situation. Students at the MA in Cognitive semiotics are worried about their career opportunities. This might be due to the fact that the meeting concerning this topic was cancelled.

Luckily there has instead been a student-arranged career event, which went well. It was divided into different zoom groups where students should choose between different career paths to follow. Students think that the event was a great success.

2.4 News from staff and students

Students feel that it is difficult to sense the general well-being of other students during this period. They mostly talk to people within their own study group. They experience that classes have went as well as possible given the circumstances and that the introduction to different ways of teaching has been fine.

The head of department encourages everyone to influence the political system - e.g. via twitter. The universities are awaiting support packages from the government and there is a need to push for results in order to speed up this process.

2.5 News from the study administration

News from the study administration can be found at the "[Teaching portal](https://medarbejdere.au.dk/fakulteter/ar/til-undervisere-paa-arts/)":
<https://medarbejdere.au.dk/fakulteter/ar/til-undervisere-paa-arts/>

Highlights from the newsletter are:

- Emergency academic regulations for ordinary exams this summer is now visible in the course catalogue. For LICS it is the courses "Introduction to cognitive neuroscience" at the BA in Cognitive Science and "Cognitive aesthetics" at the MA in Cognitive semiotics.
- There is now a guideline at the study portal on how to take exams online. Furthermore there has been established a hotline which students can use for acute problems during their online exams: <https://studerende.au.dk/en/studies/subject-portals/arts/corona-information-from-the-faculty-of-arts/online-exams-at-the-faculty-of-arts/>
- It's again possible to attend career counselling from Arts Career, however only by phone.
- There are currently 15 full time jobs and 4 part time jobs in connection with the project "academics in small and medium sized business" (<https://akademikerhvervslivet.au.dk/>) for students to apply for. Students can attend workshops regarding writing application and cover letter.

3. Annual report from the censors (discussion)

The UN discussed the incoming annual report from the censors.

A highlight from the report was the use of emeritus' and whether they can be seen as objective parties or if they still "belong" to their home institutions and thereby functions as hidden internal censors in practice. The conclusion from the report is that this might not be a problem and that there has been a problem with finding censors for the BA in cognitive science and there therefore is a need for using professor emeritus' as censors.

The UN agreed to keep expanding the list of censors, since there might be a need for additional censors to assess BA-projects. It takes time to approve censors so suggestions should be sent in good time.

4. Approval of emergency academic regulations for re-exams (decision)

The Head of Department, head of the UN and the deputy head of the UN has gathered inputs from the teachers and on that basis made suggestions for emergency academic regulations for the re-exams in August, which was not part of the previous approval of emergency academic regulations.

This includes two courses:

- Text processing (MA Linguistics and MA Cognitive Semiotics). Students were asked about their opinion of the new exam form.
- Conversation analysis (BA Linguistics). The exam form from the previous academic regulation is used but in a condensed version.

The UN decided:

The UN approved the suggested emergency regulations with no further additions and submitted the regulations for approval by the Board of Studies.

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

There were no questions or comments.

Side 4/4

6. News from Head of Department

The Head of Department informed:

- that there's at this point no official news about corona but that he will send news along as soon as received. News bulletins are often in Danish and translated within a few days.
 - that the two professorship positions are still pending and we await a visit from the candidates at AU, when this is again possible. The June meeting with the Head of Study and Head of School regards hiring and all Head of departments are supposed to make wishes for professorships.
The Head of department will follow up on this matter and asks everybody to comment where they feel that the department is short in positions.
 - that comments on the actions plans are welcome in writing. The action plans have been approved in a written hearing after the meeting and have been sent to the Board of Studies for approval.
 - that the teaching planning is almost completed. It seems that there are experts on all courses. Byurakn Ishkhanyan has the possibility to teach the two remaining courses, and fill in as internal censor where needed while doing her research next semester.
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