

Meeting: 22th April 2020 11.00-13.00

Link to zoom: <https://aarhusuniversity.zoom.us/j/61778678995>

Uddannelsesnævnsmøde LICS

Minutes

Participants: Ethan Weed (chair of the meeting), Alexandra Kratschmer, Sofie Raun, Jan Rijkhoff, Cordula Vesper, Kristina Duun (student counsellor), Peter Bakker, Mikkel Wallentin, Kristian Ty-lén, Chris Mathys, Karsten Olsen, Rebekah Baglini, Joshua Skewes (head of department), Bill McGregor, Jakob Steensig, Peter Thramkrongart (student), Christian Hansen (SNUK, minute taker)

Uddannelsesnævn LICS

Dato : 15.april 2020

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

Minutes from last meeting and the agenda were approved without any comments.

Side 1/5

2. Briefings:

- from Institute Forum

The Corona situation was discussed. There might be an economic consequences for the University due to the corona crisis effect on the general economy in Denmark.

Surplus hours in VIPOMATIC has not gone down for the Institute even though some attempts have been made to get the number of overwork hours done. Head of department said that the current hiring situations should help with the situation to get all VIP's between -500 - +500 hours. The data shows that it is the VIP's with many administrative duties that have a lot of surplus hours. A solution is more people, distributive the administrative burden better or cut down the administrative burden.

- from Board of Studies

There will be a discussion at the next meeting about teaching online this semester and what will happen next semester, if the situation does not go back to normal.

There was a comment that it would be very difficult for new students to learn from being taught online. There was a suggestion to gather information from different students about their experience with being taught online.

The students suggested to contact students and ask them what kind of teaching they prefer.

The student counselor gave an orientation that upcoming students are asking normal questions and are not focused on the corona situation.

Next

- from student counsellors

Students, who have signed up for going abroad, are nervous that will not be able to go abroad. They are asking to apply late for project placement. The students were told to do this a back-up plan and can apply in august for doing a project placement if they cannot go abroad.

Regarding the ITTU-situation for spring 2021 there has not been made a decision regarding, whether the students will have to follow the rest of the supplementary programme they selected.

- from staff

There were no news from staff.

Side 2/5

- from SNUK

SNUK is busy with the digitalization of exam and other Corona-related situations.

3. Årlig status 2020

Årlig status er en del af det løbende og uddannelsesnære kvalitetssikringsarbejde på Arts og er nærmere beskrevet i [uddannelseskvalitetsprocesser på Arts](#). Formålet med [årlig status](#) 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, Handleplanskabelon 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, censorformandskabets 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.

Comments from the UN:

- The red indicators for unemployment are too old to see if the current actions that have been taken have had an effect.
- Nearly all indicators are green.
- The study intensity is yellow but it is the data from last year and has not been updated.
- For Cognitive Science:
 - There were no comments to the draft.
 - There should be focus on long term actions.
- For Cognitive semiotics:
 - The problem is the unemployment rate as it has been for many years.
- For Linguistics:
 - Head of department has made a draft. There were no comments to the draft at the meeting.
 - There will still be focus on the noise in the data as it a small population and there will still be focus on 1st year drop-out.
- The UN approved that the head of department makes the action plans on the comments above.

4. Discussion of IKK's strategy

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

Comments from the UN:

- There were no comments.

5. Approval of Temporary Study Regulations (Nødstudieordninger)

The teachers of the courses presented the changes to the courses.

Introduction to cognitive neuroscience: The original exam is an oral exam based on a assignment and a question they draw. The teacher has discussed the different solutions with the students. The exam is therefore changed to a portfolio exam consisting of two written assignments.

Cognitive aesthetics: The original exam was an oral exam. It is changed to a written set-assignment.

Human computer interaction: It does not require a new regulation as it is changed to a synchronous oral exam with a synopsis.

All three courses were approved by the UN.

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

Sofie Raun will send an e-mail to teachers that have to remember to complete the final course evaluation.

7. From Head of Dept.

(1) REMINDER – 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 VIPOMATIC
- d) 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.

Linguistics

Side 5/5

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

(6) UPDATE: ACADEMIC REGULATIONS