

Meeting in the Uddannelsesnævn (UN)/Degree Programme Board (DPB) for Semiotics and Linguistics (LICS)

Minutes

Date: 19. februar 2020

Place: 1485-414, 11.00

Participants: Ethan Weed (chair of the meeting), Alexandra Kratschmer, Sabrina Bækkelund Larsen, Sofie Raun, Jan Rijkhoff, Cordula Vesper, Josephine Brunsgaard (student counsellor), Kristina Duun (student counsellor), Peter Bakker, Mikkel Wallentin, Kristian Tylén, Chris Mathys, Karsten Olsen, Rebekah Baglini, Joshua Skewes (head of department), Bill McGregor

Minutes

0. Constitution of the Degree Programme Board (DPB)/Uddannelsesnævn

Rules of procedure (forretningsorden) https://studerende.au.dk/fileadmin/studerende.au.dk/Arts/Studienaevn/Forretningsorden_for_uddannelsesnaevn_paa_Institut_for_Kommunikation_og_Kultur.pdf

Ethan Weed continues as chair of the Degree Programme Board (DPB/UN) Although not formally elected, Johan will happily continue as working vice chair, and the DPB agrees to this. There is no student representative from Semiotics, please help find one.

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

Appendix 1: Minutes UN-meeting LICS 04.12.2019

The minutes were approved with minor corrections and will be made publicly available at: <https://studerende.au.dk/studier/fagportaler/arts/kontakt/udvalgognaevn/uddannelsesnaevn/kommunikation-og-kultur/>

The DPB/UN requested that also the agenda is made publicly available.

2. Briefings:

- from Institute Forum

There's a new ministerial order on appointment of academic staff at universities (<https://newsroom.au.dk/en/news/show/artikel/ny-stillingsstruktur-for-videnskabeligt-personale/>). A Climate Strategy has now been formulated at Aarhus University (<https://medarbejdere.au.dk/en/sustainability/au-climate-strategy-consultation/>). Discussion of the clash between GDPR and research. (More on the GDPR concern in the briefing from head of department)

Degree Programme
Committee Semiotics and
Linguistics LICS

Ref: Celia Haldan Voetmann

Date: 19 February 2020

Side 1/5



- from Board of Studies

Psychological wellbeing among students is a topic right now. Any teachers dealing with students with mental health issues are encouraged to refer students to the student counselling (<https://studerende.au.dk/en/studies/subject-portals/arts/counselling/>) rather than trying to deal with it alone.

- from student counsellors

There are many questions at the moment regarding IV-courses and supplementary subjects.

- from staff

none

- from SNUK

New regulations on reexaminations, a letter from student counselling is attached.

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)

The head of department welcomes extra help for proofreading etc.

Regarding admission to the semiotics programme, the applicants are required to submit a motivated application. This application needs to be submitted *before* the new academic regulations for the programme enters into force. The students are concerned that this will affect them negatively, in that they cannot write an application relating to the unpublished academic regulations, but only to the old regulations. The information relevant for the application will not change radically between old and new regulations, and it will not affect the outcome of the evaluation negatively if students are relating to the old regulations.

4. Evaluation of degree 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

Template for the evaluation reports CC:

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

The evaluation reports are informative regarding what is going on at the departmental level and it is important for the head of department, that resources are used in a good way. The reports give insight into what kind of problems the department faces. Head of department adds a strategic layer to the reports to make them even more usable in different settings.

Feedback discussion: some teachers hang out after class, but they don't get hours for that. Will students start to expect it and be disappointed if another teacher doesn't hang out afterwards?

Hours should be allocated for this type of feedback (which is not the case right now). The head of department will discuss it with the dean. Suggestion: maybe more formal after class hangout. In any case, this will be discussed further in the future.

5. **"Rondvraag"** (short questions/comments before the closure of meeting)
None of relevance to DPB.

From Head of Dept.

(1) INFORMATION – POLICY ON GUEST LECTURES IN COURSES

For me it is unclear whether (1) also is the case for guests from other universities/countries, and if so, what about travel expenses.

- 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 the head of department (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/semesterplan 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, the head of department has 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 3rd 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 Masters 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.

The meeting ended 12.30