

Meeting: 22nd September 2021 at 14.00-15.00

Place: 1485 - 316

UN-meeting, LICS

Agenda

AGENDA

UN LICS

Dato: 09.06 2021

- 1. Approval of agenda and follow up on the minutes from last meeting**
- 2. Briefings (orientation)**
 - 2.1 News from the Board of Studies
 - 2.2 News from the Institute Forum
 - 2.3 News from the student guidance
 - 2.4 News from fagrådet
 - 2.5 News from staff
 - 2.6 News from the study administration
- 3. Evaluation of the study start week**
- 4. End-of-term teaching evaluations from spring 2021 (discussion)**
- 5. Election for Board of Studies (status)**
- 6. Changes in academic regulations as of 01.09.2021 (orientation)**
- 7. Issues for upcoming meetings**
- 8. "Rondvraag" (short questions/comments before the closure of meeting.)**

Side 1/4

AGENDA

- 1. Approval of agenda and follow up on the minutes from last meeting**

The UN are asked to approve the agenda, and give any follow ups on the minutes from the last meeting, which has been approved in writing before the meeting. The agenda and previous minutes of UN meetings are publicly available at the UN web page: <https://studerende.au.dk/studier/fagportaler/arts/kontakt/udvalgognaevn/uddannelsesnaevn/kommunikation-og-kultur/>
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 - 2.1 News from the Board of Studies
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- The Arts Studier Newsletter is publicly available at the teacher's portal at Arts:
<https://medarbejdere.au.dk/fakulteter/ar/til-undervisere-paa-arts/nyhedsbrev-fra-arts-studier/>

3. Evaluation of the study start week

The UN evaluates the study start week, and discuss possible improvements for next year.

Guests: the head tutors gives a status.

Appendices:

Appendix 3.1: Linguistics evaluation of the study start week 2021

Appendix 3.2: Cognitive Science evaluation of the study start week 2021

4. End-of-term teaching evaluations from spring 2021 (discussion)

The Board of Studies has decided to continue the work on the simplified reporting format. Based on the discussion in the UN, the Head of Department is to write a summary report (approx. one page) on the course evaluations for the spring 2021 in the same reporting format, which was tested for the evaluations for the spring and autumn 2020.

The summary must be formulated in a way that is appropriate for publication on the AU website. The report is to be written on the basis of the discussion in the UN.

It is important that both the UN discussion and the summary are related to the cross-disciplinary evaluation themes (tværgående evalueringstemaer) in the Department as well as to any specific degree programme discussions. The summary provides an opportunity to adopt a comprehensive, managerial perspective on the challenges/opportunities/best practices identified in the course evaluations. It is therefore important to mention if there are themes that could be discussed across degree programmes in the Board of Studies (SN). The work with the end-of-term teaching evaluations could hopefully result in suggestions for specific follow-up initiatives, which can be included in the action plans and/or form the basis for the annual collective didactic initiatives of the Department.

If necessary, the questions below may be useful in the discussion in the UN:

- What can the department learn from the evaluation?

Hvad kan afdelingen lære af evalueringen?

- What will the department/UN work with on the basis of the evaluation?

Hvad vil afdelingen/UN arbejde med på baggrund af evalueringen?

- What will the department/UN pass on to the Board of Studies for discussion?

Hvad vil afdelingen/UN give videre til SN til drøftelse?

Here is a link to the IKK evaluation policy (not updated yet with the new procedure): https://cc.medarbejdere.au.dk/fileadmin/user_upload/IKK_evaluerings-politik_2016__godkendt_version.pdf

The Head of Department summary report must be submitted to the School of Communication and Culture (to Tenna Blindbæk and Lars Kiel Bertelsen) via the e-mail studieleder@cc.au.dk no later than 4 October 2021. From here they will be handed over to the Board of Studies.

Besides the summery report made by Head of Department, the UN are asked to discuss future models for the UN discussion of end-of-term evaluation. Including the need for the UN members to see the concrete evaluation notes from the courses being evaluated.

Appendices:

Appendix 4 Overview report of end-of-term evaluations

5. Election for Board of Studies (status)

UN discuss the status of student candidates for the election 2021.

Information has now been send out from the Valgsekretariat, and are attached as an appendix. More information about the election can be found here: www.au.dk/valg

Appendices:

Appendix 5: Guide til online kandidatanmeldelse

6. Changes in academic regulations as of 01.09.2021 (orientation)

All changes in academic regulations take effect on 1 September.

3.1: The degree programme boards will be informed of the changes in academic regulations taking effect as of 01.09 with regard to their own academic regulations.

This may include the changes in academic regulations which have been requested by each degree programme board, and which have been approved by the board of studies and the Dean's Office. But other minor changes may also have been made if any unclarities are discovered during the year which could lead to misunderstandings or constitute a threat to the legal rights of the students. These unclarities may be discovered by either teachers or administrative staff while working with the academic regulations, and any changes will always be made in collaboration with the head of department and teacher concerned.

Bachelor´s degree in Linguistics 2018 – Bachelor´s project – correction in description of the form of instruction

3.2: The degree programme boards will be informed of general changes in academic regulations taking effect as of 01.09 in the [newsletter](#) published by Arts Studies Administration.

Side 4/4

7. Issues for upcoming meetings

11.1 Issues for upcoming UN meetings

11.2 Issues for upcoming meetings suggested for the Board of Studies

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