

**Meeting: 16<sup>th</sup> May 2023 at 11.00-13.00**

**Place: 1481-366**

**UN-meeting, LICS**

**Minutes**

***Present:***

*UN members:* Ethan Weed (Chair of the meeting), Mina Almasi (stud. rep., Deputy chairperson), Nina Vad Thomsen (stud. rep.).

UN LICS

***Observers:***

Jakob Steensig, Riccardo Fusaroli, Marc Malmdorf Andersen, Andreas Højlund, Ross Kristensen-McLachlan, Christian Stenbro (student guidance), Joshua Skewes (Head of Department), Sabrina Hansen (department coordinator), Camilla Mark Thygesen (SNUK minute taker).

Side 1/4

***Absent:***

*UN members:* Cordula Vesper, Alexandra Kratschmer, Laura Bock Paulsen (stud. rep.),

**MINUTES**

**1. Approval of agenda and follow up on the minutes from last meeting (decision)**

The agenda was approved and there was no follow-up on the minutes from the last meeting.

**2. Briefings (orientation)**

**2.1 News from the Board of Studies**

Ethan Weed informed that there was no news from the last meeting.

**2.2 News from the Institute Forum**

The institute forum representative was not present at the meeting, and therefore there was no news.

**2.3 News from the student guidance**

The representative from the student guidance had no news.

**2.4 News from Student forum (fagrådet)**

The representative from the Student Forum has no news.

**2.5 News from the Union representative**

The point is not included in the minutes.

**2.6 News from staff**

No news

## 2.7 News from the study administration

The UN was informed of the May newsletter from Arts Studier available at:  
<https://medarbejdere.au.dk/fakulteter/ar/til-undervisere-paa-arts/nyhedsbrev-fra-arts-studier/>

## 3. Approval of course descriptions for electives (decision)

The UN was informed that before the meeting the linguistic teachers had discussed two different courses and Head of Department has gathered input from students in the student forum. They all agree on the course on Corpus Linguistics, which was in the appendix for the UN meeting.

### *Decision:*

The UN approved the course description for the Research workshop for the following semester (spring 2024).

### *Next step:*

The Head of Department sends the approved electives to UVAEKA. The deadline for submission of electives is 14 September.

## 4. End-of-term evaluations from the spring 2023 (discussion)

The UN discussed the end-of-term evaluations from the spring 2023 and gave input to the Head of Department's summary report.

The summary report must be formulated in a way that is appropriate for publication on the AU website (see [here](#)).

The report is to be written on the basis of the discussion in the UN. It is important that the UN discussion and the summary report relate to themes that are specific to the UN's degree programmes as well as to any relevant cross-disciplinary themes. The report provides an opportunity to adopt a comprehensive, managerial perspective on the challenges/opportunities/best practices identified in the evaluations. It is therefore important to mention any themes that could be discussed across degree programmes in the Board of Studies (SN).

The official UN members had before the UN meeting received the evaluation notes from each course in order to be able to qualify the discussion of the summary report using the information from these.

### *Comments from the UN:*

It was mentioned that there is no mention of the supplementary subjects in the summary report. It was explained that it is because the summary has to be at an overall level, so it can be difficult to mention all the programmes without it becoming too long.

It was decided that Head of Department should add something about the supplementary as well.

It was mentioned that the departments across the school do the summaries in very different ways, and some departments mention specific courses more than what is done by the Head of Department at LICS.

Next step:

The Head of Department has received an e-mail from the Director of Studies Lars Kiel Bertelsen that the evaluation must report be sent to [studieleder@cc.au.dk](mailto:studieleder@cc.au.dk) no later than 4<sup>th</sup> October 2023.

After the review, the Director of Studies forwards the reports to the Board of Studies.

## 5. Making changes to academic regulations (orientation)

It is possible for the degree programme boards to request that changes are made to existing academic regulations. This requires, cf. the review of degree programmes, that the academic regulations must have had a full run-through at least once. Only minor changes can be made to academic regulations, and it is important to relate each change to the degree programme as a whole. It is only possible to make changes to the academic regulations before a full run-through in the case of actual errors that need to be corrected in the interests of the students' legal rights.

*Process for proposing and approving changes to academic regulations:*

Proposed changes to academic regulations are dealt with by:

- The degree programme board in October (or in November if this is possible before the board of studies meeting). The degree programme board proposes changes that need to be approved by the board of studies.
- The board of studies in November, with the option to discuss the issue again in December. The board of studies proposes changes that need to be approved by the Dean's Office.
- The Dean's Office in January.

Approved changes to the academic regulations take effect on 1 September 2024

The degree programme board has the following academic regulations that have been followed in their entirety:

- The Bachelor's Degree Programme in Linguistics
- The Master's Degree Programme in Linguistics
- Bachelor's Degree Programme in Cognitive Science
- Bachelor's supplementary subject in Cultural Data Science
- Bachelor's supplementary subject in Social minds

The UN was informed that due to the evaluation process going on at Linguistics, the academic regulations will be revised next year, so there is no need for changes here. The same goes for Cognitive Science which is evaluated next year.

It was mentioned that there might be a wish to change an exam form at the Bachelor's supplementary subject in cultural data science. The Head of department will talk to the teachers about it and involve the UN secretary in order to get the template for the change, but also because changes to exam forms usually requires a new regulations.

Side 4/4

## **6. Election at AU (discussion and decision) (12.25-12.35)**

The UN chairperson informed the UN about elections at AU in the autumn of 2023, and the UN discussed what can be started in relation to recruitment for both students and VIP.

*Proposal for decision:*

The UN appointed Mina Almasi to be responsible for setting up the election list for students and Ethan Weed to be responsible for setting up the election list for VIP.

There must be three VIP members and three student members in the UN. It is suggested to make a longer list of especially VIP since they are elected for three years, and it can become necessary to use alternates.

## **7. News from Head of Department (Orientation/discussion)**

Joshua Skewes informed the UN about the latest news:

- Status of the staff members at the department and information about new posts:
  - o In general it is difficult to cover all courses at cognitive science, because many members of staff has gotten new more administrative heavy posts. So the Head of Department is in the process for hiring a new professor.
- News about the number of students accepted to the degree programmes:
  - o The numbers might change but right now they look like this: 68 for BA cognitive science, 38 for BA linguistics, 38 for MA cognitive science and 35 for MA linguistics.
- The department would like to look at recruiting more students for the BA linguistics.

## **8. Issues for upcoming meetings**

8.1 Issues for upcoming UN meetings

8.2 Issues for upcoming meetings suggested for the Board of Studies