

Degree Programme Board (UN) Department of Archeology and Sustainable Heritage Management

Minutes

Date: Wednesday 4 March 2020, 12.30 -14.30

Room: 4215-032

Participants: Rainer Atzberg (head of department, chair of board), Dorthe Boysen Pedersen, Christine Lundgård Kisum Nielsen (vice chair of board), Laura McAtackney, Andres Dobat (Minos), Lykke Olivia Kjeldsen, Annika Pohl Harrison, Celia Haldan Voetmann (minutes)

Agenda

1. Approval of the agenda

The agenda was approved.

2. Followup

Minutes from the meeting 5 February 2020 including the incoming comments were approved. From now on agendas and minutes will be in English.

3. Activity Fund of our Degree Programmes Board (discussion)

On 12 June 2019, our Board of Studies decided to close the old separate Activity Fund and to transfer its money (20.000 DKK a year) to the department budget instead. Now, the Board's chairpersons ask us to evaluate this new way of handling money taking into consideration the administrative praxis and the balance between educations. We are talking about money spend for fieldtrips and other teaching related activities in autumn term 2019.

In autumn 2019, about 5000 DKK have been spent, in spring 2020, applications for 5000 DKK (fieldtrip by Magdalena connected with thematical Seminar) has been received.

Until now, Head of Dept. spent the money simply first come, first serve, but probably, we should define a clear deadline before the start of the semester, e.g. in the end of January and the end of August.

The degree programme board discussed how to handle the situation in case not enough funds were available, in which case a meeting/discussion would be the way to handle it.

4. Celebrating Moesgård's 50th anniversary (Culture Day 5 September 2020)

Minos is our representative in the steering committee. The steering committee is looking for a student representative to joins them, a student counsellor and / or a degree programme board person. Christine representative for archaeology/SHM

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in coordination with Sylvester from SHM. Moreover, a representative from Anthropology is needed, the degree programme board of anthropology will be asked to suggest a person.

Topic: Cultures of the World.

Target group: students and employees as well as general public.

How to target the students both as visitors and contributors? The idea right now is: students present field work in their own tent or area. Internship student would be a good idea for the planning and execution of the event. Alumni could be included as well.

5. List of external experts for the evaluation of the BA programme in Archeology

One of the external experts must be an academic expert at the highest international level with both research and educational qualifications; the other expert must represent employers and contribute by adopting a societal perspective. Three suggestions for each is needed for the list. The list should be ready by late April for the *opstartsmøde* of the evaluation of BA archeology. The suggestions will be discussed at the departmental meeting 18 March 2020.

Also to be discussed are relevant names from the board of employers for commenting the evaluation report when it has been approved by head of studies in the autumn.

6. Annual status evaluation

As each year, we have to evaluate the quality of our educations in the light of our last year's action plans (apart from the BA in Archaeology that undergoes the big 5-year evaluation in 2020).

1. Recruiting new students and their start into education
2. Structure of studies and progression
3. Development of education and teaching
4. Environment of education (studiemiljø)
5. Relationship to the labour market

We will get basic data mid-April, head of dept. will write a draft for the evaluation, which will be discussed in May and June, where we have to develop action plans for the next year.

Appendix: [Uddannelseskvalitetsprocesser på Arts](#)

Appendix: [Udfoldet procesbeskrivelse for årlig status Arts 2020](#)

7. Briefings from head of department

No news concerning maritime archaeology. The head of our school is in negotiation with the dean, what to do. Maybe, we will develop an ERASMUS-MUNDUS education together with European partners.

Corona-Virus: Don't panic. We're still good, but how about teaching if teachers fall ill: stay at home first of all, general policy at AU: missing teaching will be integrated into the remaining hours. Task force group at the faculty is following the development.

8. Briefings from student counsellors

Project placement event was a success, fewer SHM students than archeology students

U-days took place Thu-Sat 27-29 February 2020: Lots of interest in the BA programme in Archeology

2nd semester meeting divided into two: archeology by Lykke Olivia and sustainable heritage management by Anne or Kenni.

Career paths for archeologists event: new date is needed in week 18, 29th April 2020 is suggested.

9. Briefings from students

The UN received a letter representing several SHM students concerning the exam in the course archeological heritage project management which is not the same for all groups of students participating in the course. The academic regulations state different exam types for different programmes, but the course has the same content otherwise, which was very confusing for both students and teachers alike. The topic was discussed thoroughly at the meeting. The degree programme board acknowledges the inconvenience.

Many students participated in the *fagråds møde*: MA thesis writing students asks about guidelines for supervision. Number of contact hours etc. are handled in contracts, but it seems to be handled differently from student to student by the supervisor. Students are encouraged to come to Head of Department to discuss their experiences.

10. Briefings from Arts Studies Administration

Newsletter from Arts Studies Administration March is not yet available, will be distributed with the minutes.

Approval of the 'elective courses' will happen by email.

11. News from Board of Studies

Board of Studies: agenda and minutes from the meetings are available [here](#).

The Board of Studies is working on a draft for best practice of how to teach a course. The Board of Studies is discussing the climate strategy.

12. Any other business

Discussion of the period 3 course on the BA Archeology. The exam form has changed with the introduction of the new academic regulations in 2018.