

**Meeting Subject**

**UN Meeting – Global Studies**

**Moderator:** Uwe Skoda

**Ref.:** Camilla Mark Thygesen

**Date:** Tuesday 29th January, 2019

**Duration:** 14.00-16.00

**Attendees:**

Uwe Skoda, Anemone Platz, Karen Inge Kristensen, Christian F. Sand, Cecilie Fogh Kavin, Asta Jensen Raae, Jackie Van Tran.

Observers: Andreas Steen, Birgitte Pristed, Gauri Pathak, Vladimir Pacheco. Christoffer Kolvaa, Frederik Korsbjerg.

Afdelingskonsulent: Anna Sønnichsen

From Arts Studier: Camilla Thygesen (ref.), Studievejledere IHO.

**Apologies:** Christina Fiig, Peter Bugge, Maja Engelbreth, Lukás Kuzma, Victor Christensen, Marrit van Veen, Peter Langkilde Laursen, Jason Tran, Georg Fischer

<b>Agenda item:</b>	<b>Discussion and conclusion:</b>	<b>Follow-up</b>
<p><b>1. Approval of agenda and minutes and changed minutes from last meeting (appendix 1 + 2)</b></p>	<p>The agenda was approved with one addition from the chairman under point 10.</p> <p>The minutes from the last meeting was approved, with one small change. It was mentioned that Japan Studies had received some funds for a project. That is incorrect since it is one member of staff, Anette Hansen who had received the funds.</p>	
<p><b>2. Establishment of a new UN (appendix 2)</b></p>	<p>Camilla Thygesen from SNUK gave a short presentation of the UN and the assignments and responsibilities of the UN.</p> <p>The UN was informed of the rules for the establishment of the UN, which are further explained in the rules of procedure/bylaws (see previous attachment). Only elected members are allowed to vote, while all other participants are allowed to speak at the meetings.</p> <p>Uwe Skoda was selected chairperson and Jackie Van Tran was selected deputy chairman.</p>	
<p><b>3. Briefings</b></p>	<p>3.1 News from the Board of Studies</p> <p>The UN was informed about the meeting in the Board of Studies on the 18<sup>th</sup> of January.</p> <p>At this meeting the board had among other things discussed the preparation for the discussion on the evaluations, anonymity of exams, evaluation of the 3<sup>rd</sup> semester on candidate programs (profile courses).</p> <p>Head of Studies Liselotte Malmgart informed the board of a letter about instructors. The UN will see and discuss this letter in a later meeting.</p> <p>The UN are asked to discuss internships during the meeting in February since there has been made a revised version of the agreement.</p> <p>It was informed that head of the institute Bjarke Pårup and head of studies Liselotte Malmgart will visit Global Studies in April.</p> <p>The UN was told that all the suggested IV-courses has been approved with minor changes.</p>	

	<p>Information about the process for supplementary subjects: All the submitted supplementaries have been looked through by the Board of Studies, and the suggestion from Global Studies "Global challenges" was well received. The faculty management are now processing all the suggestions and will make a decision on which supplementaries will be offered.</p> <p>It was announced that there will be a new profile course called Innovative problem solution.</p> <p>UN was informed that in connection to their previous discussion on mentor programs, there is also an initiative on institute level going on at the moment. The chairperson passed on the information that came out of the discussion in the UN. The person in charge of the initiative is making a rapport on suggestions on how to address a mentor program at the university.</p> <p><b>3.2 News from the Head of Department</b> Uwe Skoda informs that the Board of studies were positive about the suggested supplementary subject from Global Studies.</p> <p>Soon there will be announced a job advertisement for the position as head tutor. Deadline for applications will be on the 6<sup>th</sup> of March.</p> <p><b>3.3 News from the student guidance</b> It was informed that there will be a meeting for the new GLAS students, to inform them about the coming semester. There will be a mail send out to the teachers to tell them, that they are welcome to come to the introduction.</p> <p>There will also be held an information meeting for the possible future GLAS students on 13<sup>th</sup> of February. Uwe Skoda will invite the teachers in charge of the autumn semester to the meeting.</p> <p><b>3.4 News from the study administration</b> The UN was informed that Internations Studies this year has to go through the educational evaluation. There will be a meeting in April to start the process.</p>	<p>Uwe Skoda will invite the teachers in charge of the autumn semester on GLAS to the information meeting on the 13<sup>th</sup> February.</p>
<p><b>4. International Studies, 2019 (Appendix 3)</b></p>	<p>The UN was informed that the Board of studies still hasn't approved of the new academic regulation for International Studies. But it has been approved by the</p>	

	Vice Dean if the last small changes will be made in collaboration with SNUK and CUDiM. They hope that it will be ready to go to the Board of studies again in February.	
<b>5. Evaluation of teaching (appendix 4)</b>	<p>Anna Sønnichsen informed the UN, that she had recieved 62 evaluations, which are 20 more that last year. Anna Sønnichsen and Uwe Skoda had summed up the most important points from the evaluations in one of the appendixes for the meeting.</p> <p>Points to notice:</p> <ol style="list-style-type: none"> <li>1. semester og GLAS gets a lot of positive feedback, but needs a bit more coordination. The GLAS program has also been evaluated on its own.</li> </ol> <p>Christoffer Kolvaa mentioned that he would like to change some small things about the style of his evaluation rapport, before it is send to the Board of studies. Christoffer and Anna will coordinate this after the meeting.</p> <p>A student representative points out, that sometimes it does not seem like the teachers have that much say in which questions are being used in the evaluations. The chairperson explains, that there are three levels of questions. Some decided by the Board of Study, some decided by the UN and some decided by the individually teachers.</p>	
<b>6. New questions for teaching evaluations (appendix 5)</b>	<p>It was argued that the questions that the UN chose in October haven´t really been tried out yet, and therefore the chairperson suggested, that they keep the same questions for the next semester as well. The UN agreed on that.</p> <p>One member of the UN points out, that when they are going to change the questions next time, maybe more student related questions should be considered. The questions chosen now, all focus in the teacher, but there is no evaluation on how much the students are involved in the class. In addition to this the UN wishes to change some of the formulations for the chosen questions.</p> <p>Camilla Thygesen (and Uwe Skoda) will try to find out whether this is possible.</p>	Camilla Thygesen will before the next UN meeting ask Peter Thuborg, whether it is possible to change the phrasing of some of the chosen questions.
<b>7. Library fagside for Global Area Studies (short</b>	This point on the agenda was postponed since Georg Fisher wasn´t present	

<b>introduction from Georg Fisher)</b>		
<b>8. GLAS students: winter enrolment and project placement course in their first semester</b>	The student guidance had already before the meeting been told, that it is not possible for GLAS students who start in the winter to take their project placement on the first semester. This was decided at the same time as it was decided to open the GLAS program for winter enrolment.	
<b>9. Updates</b>	<p>9.1 Updates from the degree programmes</p> <p>From most of the degree programs, there was no news because of the exam period.</p> <p>It was informed that the teachers in charge of the classes on the spring semester on the GLAS program, had held a coordination meeting and they are trying to incorporate some of the things from the evaluation of GLAS into the new semester.</p> <p>As an update from China Studies it was mentioned that the grammar course was offered for GS students as planned. Unfortunately only nine students from China Studies and one from Japan Studies attended because of exams.</p> <p>At European Studies they have had a meeting about the profile semester, where they discussed the new profile course “innovative problem solution”, since this is the only profile course directly appealing to the students from European Studies. They are still waiting on the full course description.</p> <p>9.2 Updates from the students</p> <p>The students didn't have anything new since the semester has not started yet.</p>	
<b>10. AOB</b>	<p>Update on the app UNHelpr</p> <p>As an update to the previous discussion the chairperson gave an update on the funding options and mentioned a few changes (new functions as well as changes to earlier functions) in UNHelpr, which led to a discussion on this app in the UN.</p>	The conclusion of the discussion was that Anne Sønnichsen will find out more about the app, and ask the company if they can buy a trial period for a few

	As a result of the discussion it was concluded that the UN wishes to know more about the app – especially on how the students maintain their study groups and create new groups before finally deciding on it. The function about how to maintain groups is most interesting for the department.	students/staff, before buying it for the whole department.
<b>11. Issues for the next meeting</b>	<ul style="list-style-type: none"> <li>11.1 Erhversspecialer (March)</li> <li>11.2 Suggestion for rotation of teaching evaluations</li> <li>11.3 Continuing the discussion on the questions for the teaching evaluation</li> <li>11.4 Discussion on platforms for e-courses.</li> <li>11.5 Library fagside (delayed point from this meeting)</li> <li>11.6 Internships</li> </ul>	