

Meeting Subject

UN Meeting – Global Studies

Moderator: Uwe Skoda

Ref.: Camilla Mark Thygesen

Date: Wednesday 16th September 2020

Duration: 14.00-16.15

Present: Members: Uwe Skoda, Anemone Platz, Asta Jensen Raae, Jason Tran

Observers: Andreas Steen, Birgitte Pristed, Gauri Pathak, Vladimir Pacheco, Jan Ifversen, Raymond Yamamoto, Rikke Bundgaard, Maria Bjørnkær Poulsen, Frederik Korsbjerg, Maria Helene Bladt (head tutor), Anna Sønnichsen

From Arts Studier: Camilla Mark Thygesen (ref.), Studievejledere IHO: Thøger Lautrup Knøss

Absent:, Georg Fischer, Liselotte Malmgart,

Agenda item:	Discussion and conclusion:	Follow-up
<p>1. Approval of agenda and follow up from the minutes from last meeting</p>	<p>The UN approved the agenda, and there were no comments to the minutes from the last meeting.</p>	
<p>2. Briefings</p>	<p>2.1 News from the Board of Studies</p> <p>Head of Department Uwe Skoda (US) informed that the board of studies have asked the UN to put two items on the agenda for today´s meeting.</p> <p>The experience with the zoom exams had been discussed, and the general experiences were almost the same across the departments, and the board of studies have collected the evaluations to pass them on to the faculty.</p> <p>The board of studies approved all the suggestions for summer university courses. And the board of studies also looked at the study overview for the two new regulations at the institute, here amongst European studies.</p> <p>2.2 <u>News from the Head of Department</u> US started with some information about corona related issues. - It is important that both students and VIP uses the correct forms to fill out, if they get infected. - There is a serious problem with finding rooms for all activities at the moment. It has been decided to use the following priority: Teaching, academic events, student activities, other events (e.g. with external partner). - Cleaning (disinfection) should be done both when entering and leaving a room, also in the afternoon. It has been experienced that the current level of cleaning by the cleaning staff is not sufficient. US will pass this on. - There are corona guides hired to look out if groups of students and teachers are following the guidelines. - The graduation ceremony have had to be cancelled this semester. The students will be informed. - The new cameras for streaming teaching have arrived. - Right now the department is working on a plan B for the exams this winter. US will contact the individual teachers to talk about this, and the UN will be asked to approve the final versions.</p> <p>US also informed that it has been confirmed that the Global Studies lecture will be held on the 30th September. Details will be send out soon.</p>	<p>US</p>

	<p>There will also be a European language day. More information can be found here: http://den-europaeiske-sprogdag.dk/da</p> <p>The University has, as part of the climate strategy listed courses working with sustainability, and the department has several courses on that list.</p> <p>2.3 <u>News from the student guidance</u> The student guidance has held the same events as usual for the study start. Right now they are busy calling students who did not pass an exam this summer, maybe due to corona, to offer them student guidance. It was informed that the studiepraktik in week 43 will be cut down to three hours, and the high school students will be joining via zoom. It is not clear what to do with the students present at the university.</p> <p>2.4 <u>News from the study administration</u> Camilla Mark Thygesen (CMT) informed about the news letter from Arts Studier, which can be found here: https://medarbejdere.au.dk/fakulteter/ar/til-undervisere-paa-arts/nyhedsbrev-fra-arts-studier/</p>	
<p>3. Changes in academic regulations as of 01.09.2020 (orientation)</p>	<p>CMT informed about the changes in academic regulations taking effect as of 01.09 with regard to their own academic regulations.</p> <ul style="list-style-type: none"> - Master´s supplementary subject in China Studies + B-track on Global and Area Studies: Teaching Chinese as a Foreign Language + Chinese Language: Linguistics and communication: added the possibility for a re-exam in Aarhus. - Master´s degree programme in Global and Area Studies, International Studies and European Studies: Thesis preparation: new description of the form of instructions - Master´s degree programme in Global and Area Studies and European Studies: Added a commencement of studies exam - Master´s degree programme in Global and Area Studies: Thesis: removal of description of a certain timeframe in the academic objectives. - Master´s degree programme in Global and Area Studies: Admission requirements: update of admission requirements with the addition of the new Bachelor´s degree programme in Russian Studies and admission requirements for the B-track - Master´s degree programme in International Studies: International Project Management: clarification of the number of students in each group. 	

CMT also informed about the more general changes in the academic regulations taking effect as of 01.09, which are also mentioned in the newsletter by Arts Studies:

Changes this year:

“About the degree programme”:

- Updating the deadline for complying with ECTS admission requirements for the Bachelor’s supplementary subject: the requirement that students must have passed 60 ECTS must have been met by the application deadline (1st or 2nd round).
- Plans to phase out old academic regulations when new ones come into force: When new academic regulations come into force, a plan is drawn up to phase out the previous academic regulations. This plan shows when teaching and exams will be conducted for the last time under the previous academic regulations, and when the exam connected with the thesis and Bachelor’s project will be conducted for the last time.

“Requirements in the degree programme order”:

- The rules about participating in the teaching have been modified in the autumn of 2020 owing to the COVID-19 pandemic: Regular attendance (75%) in the teaching is no longer required. Taking part in the teaching.
- The rules about prerequisites have been moved from section 3 to section 2.1.
- Defining the rules for the language of teaching and exams in accordance with the new language policy at the Faculty of Arts (see separate news item).
- Rules for curriculum: please see the study portal for rules about reusing the curriculum for re-examinations

General rules:

- More precise wording of the section about registering for and withdrawing from ex-ams (section 3 of the academic regulations).

This year’s legal review has led to the following changes in the exam descriptions in relevant academic regulations:

- A reference to the study portal has been added if the wording about the deadline for complying with prerequisites was unclear.
- The term “prerequisite” is used in English versions of academic regulations to make this point clearer.
- A correct reference to section 2.1 has been added, describing the rules for taking part in the teaching.

	<ul style="list-style-type: none"> • The requirements of the ministerial order regarding individual assessment have been made explicit in the description of oral exams which can be taken in groups. • The requirements of the ministerial order regarding individual assessment have been made explicit in the description of portfolio exams, with the teacher using Blackboard to explain whether sub-assignments can be written in groups. • It has been underlined that the deadline for submitting exam assignments in the digital exam system can be found in the exam plan. <p>IV-courses: Following a number of questions by teachers and students, the exam descriptions for all internationalisation courses now state clearly that at the start of the semester, the teacher will use Blackboard to explain whether students can write their portfolios in groups.</p>	
<p>4. Election for the new UN (discussion)</p>	<p>US gave an update from the IKS meeting about the discussion of how many members can be in the UN at Global Studies. They have been given the permission to have 7 members from both VIP and Students.</p> <p>All degree programmes are asked to send the name of the representative they want on the list. The list from the VIP will consist of Head of Dept./HoD, Peter Bugge and after that the other representatives from the degree programmes in alphabetic order. US will be in charge of sending the list. It is up to the individual degree programmes to identify the representative they want.</p> <p>The students have a meeting at the end of this month to make sure that they have more students to register on the list. Rikke Bundgaard will be charge of sending the list for the students, and US will check to make sure that this is done before the deadline.</p> <p>Right now it looks like the deadline will be on the 23rd October. The final deadline will be send out, when it is settled.</p>	<p>US, Rikke Bundgaard</p>
<p>5. Teaching evaluation (discussion and decision)</p>	<p>US informed that after this meeting, he will make the summarizing evaluation report. The comments being made at this meeting will be collected in the report and afterwards it will be send to the UN with a change to comment with a short deadline.</p>	<p>US, AS, UN</p>

	<p>US commented that he was positively surprised about the positive evaluations due to the corona situation.</p> <p>It was mentioned that it was a bit overwhelming with so much material to read before the meeting.</p> <p>It has been noticed in the evaluations that it is mentioned several times, that the differences of the level of language amongst the students can be a problem. Supporting weaker students, e.g. via technical tools was discussed, but it was mentioned that that the stronger students also use them, which do not help with the difference in level. It was mentioned that the language teachers spend a lot of time giving extra assignments to the strong students and encourage them to help the weaker students to decrease the problem. There are no overall strategy for dealing with this, but it is up to the individual teachers.</p> <p>The effort made by the teachers and the students to make the teaching in the spring work, should be mentioned in the evaluation.</p> <p>As a least comment it was mentioned that maybe it should be explained to the students what they are asked to evaluate, so they do not comment on things that cannot be changed due to structural bindings.</p>	
<p>6. Evaluering af retningslinjer for midtvejsevaluering og slutevaluering</p>	<p>US informed that almost identical guidelines had been used at the department before they were decided from the board of studies. This means that the department did not change that much when implementing the new guidelines last year.</p> <p>The UN discussed whether or not the final round of commenting on the evaluation notes is necessary. This is made to make the process more transparent to the students, and to give them a final change to see if the final notes are representing what was discussed in the class.</p> <p>The UN did not agree on this. Some had experienced it as a good thing, while others have experienced that the students do not really read it, or that it is a sign that the student do not trust that the teachers and the chosen student representative write what they agreed on in the class. It was mentioned that for the smaller classes it do not make that much sense.</p> <p>US will pass on to the board of studies that the UN are not convinced that the final round of comments is needed.</p>	<p>US</p>

<p>7. Evaluation of the study start week</p>	<p>Head tutor Maria Helene Bladt (MHB) was present at the meeting, and presented the overall evaluation, which had been very positive, even with the corona restrictions. There had been some complaints about the zoom day, but since this might not be an issue next year, it might not be necessary to elaborate on that.</p> <p>Members of the UN congratulated the tutors on the good evaluations and praised the good job, they had done with planning the week.</p> <p>It was mentioned as a positive thing, that the week had been working so well even without alcohol. Maybe this should be continued next year, even without corona restrictions. MHB mentioned, that to make sure that the students don't just go somewhere else to drink, it would still a good idea to include some alcohol, but the timing can definitely be looked at.</p>	
<p>8. Status on the action plans (discussion)</p>	<p>All heads of the degree programmes gave a status on the action plans.</p> <p>Brasilian Studies have revised the course Going to Brazil, and will begin with the mentor programme as a pilot project this semester.</p> <p>International studies are working on the promotion of the study and the entire department. This will be taken up at the next departmental meeting.</p> <p>China studies has been working on how to unite the students who have Chinese from before and the students who have not had Chinese before. They have arranged for an Academic Writing and Reading workshop in collaboration with CUDIM.</p> <p>India and South Asian Studies mentioned that due to the lockdown there has not been time to do much, but they have started with the possible initiatives incl. mentoring.</p> <p>At Russian studies most of the time is spend finding plan B, for all the plans they have made in case this cannot be effectuated. And a lot of time is spend figuring out what to do for the students going abroad in the spring. They are looking for options with in the EU.</p> <p>US informed that there will be a meeting coming up concerning a plan B and even a plan C, for the 4th semester students at the BA.</p> <p>At European Studies the only red indicator had been employment. For this they had planned a carrier day, but it had been cancelled. Study environment and communication with the students are still a focus point, and there are a focus on recruitment.</p>	

	<p>At Japan studies they are working on alternative solutions to substitute the Japanese students who are usually in Aarhus, and works as speaking partners for the students. There are also focused on the 4th semester in the spring, since all the Japanese universities will conduct their teaching online. They still do not know if students can go to Japan in the spring.</p> <p>At GLAS the focus is on improving the regulations.</p> <p>It was asked why the relatively low number of internal recruitment to GLAS (16 out of 37 BA graduates in 2019 and 12 out of 34 in 2020) was not addressed in the new action plan. It was suggested to talk about this issue at a later meeting. US informed that at the last UN meeting it was decided to suggest GLAS as a participant in a survey, where transition from BA to MA is a central theme. If they are not accepted for this, it will be brought up in the UN.</p> <p>CMT informed that all the actions plans has been approved by the director of board of studies.</p> <p>Suggestions for points to be taken up in the UN in more detail: The CUDIM courses The Mentor programme Recruitment for GLAS – can be taken up is the faculty do not include GLAS in the survey.</p>	CMT, US
<p>9. Activity fund (orientation)</p>	<p>US informed that not all activities can be carried out under the current guidelines. All degree programme coordinators were asked to look at the approved activities and let US know, if they have to be cancelled, with a deadline on the 30th September. At the October meeting the money that cannot be contributed due to cancellations, will be given to other activities.</p>	Degree programme coordinators, US, CMT
<p>10. Evaluering af portfolio-eksamen, feedback-ordningen samt retningslinjerne for intern censur samt fordelingen af intern/ekstern censur (drøftelse)</p>	<p>Portfolio exam: It was mentioned that the students are mainly positive about the portfolio exams and that it is calming for the students to have this instead of a large exam at the end of the semester. It was mentioned that when you have tried this exam form a couple of times, it gets easier, and it is a very flexible exam form. The assignment do not have to be all written exams, but there are room for creativity, and employment aspects can easier be included. But it is also an exam form that demands more logistics and organisation.</p>	

	<p>It was also mentioned that students who have different form of learning can use their strength here, if they e.g. are not good at written exams. It is good that they can implement feedback in the exam, but it is a disadvantage that there is a fixed number of pages.</p> <p>Peer feedback is a good format of feedback, and the students can besides giving feedback, discuss different forms of feedback.</p> <p>Feedback-ordningen: US informed, that though implemented, this has perhaps not been whole-heartedly embraced at the department, since they were not happy with the abolishment of the internal co-examination.</p> <p>From the students point of view there has been very different experiences with how much feedback they have gotten.</p> <p>It was mentioned by the teachers that they experience that when they give the students the opportunity to receive feedback, many of them will not take up the offer.</p> <p>It was suggested that it might be better to do it after a class where the teacher stay for half an hour. Students are happy to get the written feedback in the digital exam system along with their grade.</p> <p>Comments about the internal and external co-examination can be send to US after the meeting.</p>	
<p>11. Updates</p>	<p>11.1 Updates from the degree programs</p> <p>There were no updates.</p> <p>11.2 Updates from the students</p> <p>It was mentioned from the meeting in the Fagudvalg that they sometimes experience that Russian Studies and Indian and South Asian studies are being forgotten by the administration.</p> <p>It was also mentioned that some students experience that teachers are still confused about the guidelines for the seating in the class and the requirements for the one meter rule.</p> <p>US will pass these two concerns on.</p>	

12. AOB		
13. Issues for the next meeting		