

**Meeting Subject**

**UN Meeting – Global Studies**

**Moderator:** Uwe Skoda

**Ref.:** Camilla Mark Thygesen

**Date:** Wednesday 20<sup>th</sup> January 2020

**Duration:** 14.00-16.00

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

Observers: Andreas Steen, Birgitte Pristed, Jan Ifversen, Raymond Yamamoto, Gauri Pathak, Georg Fischer, Frederik Korsbjerg, Rikke Bundgaard

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

**Absent:** Liselotte Malmgart (Studieleder), Anna Sønnichsen (afdelingskoordinator), Vladimir Pachecco, Maria Bjørnkær Poulsen

<b>Agenda item:</b>	<b>Discussion and conclusion:</b>	<b>Follow-up</b>
<p><b>1. Approval of agenda and follow up from the minutes from last meeting</b></p>	<p>The UN approved the agenda with the addition of the following items:</p> <p>AOB:  Issues regarding this year's intake in GLAS  Deadline for activity fund  New rule about entry grades</p> <p>"Topics for future meetings" will be added as item 7.</p> <p>There were no comments about the minutes from the last meeting.</p>	
<p><b>2. Briefings</b></p>	<p>2.1 <u>News from the Board of Studies</u></p> <p>Uwe Skoda (SK) presented the issues from the last Board of Studies meeting.</p> <ul style="list-style-type: none"> <li>- Students can switch "hold" within the first two weeks of the courses. But due to corona they cannot switch this semester.</li> <li>- Students going abroad – students felt there has been a lack of information about this. Students also praised the work put into finding solutions for them by the different departments.</li> <li>- IV-courses for Au21 and SS22 were approved.</li> <li>- Changes in the bylaws for the Board of Studies has taken effect, and it is now mentioned that the UN at Global Studies can have 7 members for both VIP and students.</li> </ul> <p>At a future meeting the UN will be discussing how to get more students to attend the UN meetings.</p> <ul style="list-style-type: none"> <li>- Zoom guidelines were also discussed and it was agreed that the Board of Studies will collect ideas from the individual UN. This is on the agenda for today.</li> </ul> <p>The meeting had also been the constituting meeting. Peter Bugge from Global Studies were elected chairman and there is a new vice chairman (Nicolai Broen Thorning).  Liselotte Malmgart was voted for Director of Studies.</p> <p>2.2 <u>News from the Head of Department</u></p> <p>US gave different orientations to the UN:</p> <ul style="list-style-type: none"> <li>- Online teaching has been extended until Easter – this gives a certainty and the first half of the semester can be planned.</li> <li>- There are still no decision about whether or not teachers can use their offices.</li> </ul>	<p>CMT</p>

	<ul style="list-style-type: none"> <li>- There is no requirement for attendance in the spring semester. But other requirements continue.</li> <li>- The feedback time given for each course has to be updated. If necessary, this can be discussed in the UN at a future meeting.</li> <li>- In February the UN will be presented with a couple of changes in the academic regulations.</li> <li>- The Vice Dean has approved the academic regulations for European studies.</li> <li>- The project regarding the transition between BA and MA is beginning now. A PhD student is working on making a questionnaire for students to answer. Members of the UN will be asked for a feedback round to these questions (which will be circulated) and students will be asked to help distribute the questionnaire.</li> <li>- The process for emergency regulations will begin again soon initiated by SNUK.</li> </ul> <p><b>2.3 <u>News from the student guidance</u></b>  Thøger Lautrup Knøss (TLK) presented the main issues for the guidance:</p> <ul style="list-style-type: none"> <li>- 3<sup>rd</sup> semester students are worried about the exchange semester. They are worried about the language level, when they are no longer going abroad</li> <li>- Information meeting about GLAS for 6<sup>th</sup> and 8<sup>th</sup> semester students.</li> <li>- Introduction meeting with the winter start students</li> <li>- Tilvalgsdag on 11<sup>th</sup> February</li> <li>- U-days in the end of February. This will be online. TLK will look into the possibilities for including Russian Studies in the common U-days event with the other programmes.</li> </ul> <p><b>2.4 <u>News from the study administration</u></b>  Camilla Mark Thygesen (CMT) informed about the newsletter from Arts Studier, which can be found here: <a href="https://medarbejdere.au.dk/fakulteter/ar/til-undervisere-paa-arts/nyhedsbrev-fra-arts-studier/">https://medarbejdere.au.dk/fakulteter/ar/til-undervisere-paa-arts/nyhedsbrev-fra-arts-studier/</a>  Students leaving the UN can be given a letter of recommendation, if they contact CMT.</p>	CMT
<p><b>3. Orientation about educations up for Degree Programme Evaluation (orientation)</b></p>	<p>CMT gave a short orientation about the process for the degree programme evaluation for European studies this year. The main work will be done Head of Department and the degree programme coordinator. The UN will be involved in the process when needed, and be given updates along the process.</p>	

#### 4. ZOOM guidelines

Japan Studies had, during the online teaching in the autumn semester, worked out some guidelines for students to use while attending course via ZOOM. The UN discussed these with the purpose of using them for the entire department.

Raymond Yamamoto (RY) presented the guidelines:

- Use a quiet room (if possible)
- Utilize a computer that makes it possible to participate in different online activities
- Turn on the camera
- Try to be as active as possible
- Avoid checking social media content or writing emails during classes.

Discussion in the UN:

The usage of the camera were discussed with the conclusion that there should be a clear recommendation for students to use the camera especially during group work. But it should also be possible for students due to person reasons to make an agreement with the teacher not to turn on their camera. It could also be good to recommend students to use the speaker view, so only the person talking has a big picture. Then they won't distract each other.

It was suggested that the teachers make the classes as activating as possible, encouraging students to take part and maybe respond to different things during class.

It was suggested to make it more explicit that students should use a computer not a smart phone. But it was also mentioned that some activities require the usage of a smart phone.

It was suggested to add a point about the usage of the chat function. Students need to be reminded to use the usual code of conduct for communication and use a respectful tone.

It was explained that the guidelines were not made to force students to act in a certain way and e.g. turn on their camera, but it is an attempt to create a new normal.

It was mentioned that the guidelines should be formulated in a positive way, not excluding students who e.g. have children and cannot find a quiet room.

It is a good idea to talk to the students about these basic guidelines at the beginning of the semester, even though it might seem very basic and not necessary.

	A revised version of the guidelines will be circulated to the department – then it is up to the teachers how to use it.	
<b>5. Updates</b>	<p>5.1 Updates from the degree programs All degree programmes gave an update.</p> <p>5.2 Updates from the students The issue regarding students feeling a lack of information about the exchange semester was discussed. Since this has been brought up by several students in the Board of Studies. It was mentioned that at the Department of Global studies, there are not one coordinator for the entire department, but each degree programme has a coordinator, that students can contact, if they have any questions. Japan Studies: Anemone Platz Indian and South Asian studies: Gauri Pathak Russian Studies: Birgitte Pristed (and Galina Starikova for the semester abroad) China Studies: Mette Thunø Brazilian Studies: Georg Fisher All programme coordinators have been in contact with the students, but if some still feel there is a lack of information they should inform US.</p> <p>Students also asked whether or not it has been optional for students to attend classes in Japan, which are during the night. This could be a problem for some students since they also have classes during the day in Denmark. It was explained that it is optional, but students have been encouraged to accept as much teaching from the Universities in Japan, because if they decline the offer, they do not have the possibility to go to Japan later in the semester, if the borders open again.</p>	
<b>6. AOB</b>	<p><b>Issues regarding this year's intake in GLAS</b></p> <p>It was mentioned by a student that he has become aware of some issues regarding this year's intake in GLAS. The issue is that students finishing their Bachelor's degree programme in 2018 did not have the extended <i>retskrav</i>, and therefore they cannot be accepted to the Master's degree programme in GLAS, if this is filled with students using their extended <i>retskrav</i>. It was informed that students from that year unfortunately lose their <i>retskrav</i>, if they take a year off between BA and MA. But US also informed that he believed that there were still available places at the MA programme this year, so he will look into why some students weren't accepted.</p>	US

	<p><b>Deadline for the activity fund</b> There is an upcoming deadline for the activity fund on the 1<sup>st</sup> February. This will be postponed since one can plan any activities in the nearest future. At the next meeting the UN will look at the situation and figure out a new deadline.</p> <p><b>New rule about entry grades</b> The university management has decided on an entry grade of 6. This will take effect in 2022. The faculty has decided not to apply for the opportunity for some programmes to have a dispensation from this. Kvote 2 has been suggested as a possible way for these students to be enrolled to the programmes.</p> <p>The UN discussed the new rule: The new rule could become a problem for the degree programmes at the department of Global Studies, since especially the small programmes have a rather large group of students each year with a grade below 6.</p> <p>The procedure of the decision was discussed, and it was mentioned that the departments or other forums were not consulted beforehand. It was also mentioned by some that they are not too surprised about the decision.</p> <p>The financial aspect of this decision and the potential loss of students was mentioned as a big risk for the department and the smaller degree programmes.</p> <p>It was also mentioned that this could turn out good for the degree programmes, if it means that they get students who are more motivated and ready to take an challenging education. So in the long run the financial loss might not be so big, if it means a lower dropout rate. But of course this is difficult to foresee.</p> <p>The discussion will continue in the department / UN, and the UN decided on inviting the Director of School to attend a departmental or UN meeting where they can ask him questions about this decision. E.g. what the background for the decision is, and is there will be a safety net for the smaller degree programmes, if it turns out that this will have big financial costs. US will figure out whether inviting the Director of School to a UN meeting of departmental meeting.</p>	<p>CMT</p> <p>US</p>
<p><b>7. Items for upcoming meetings</b></p>	<p>Voluntary self-test – the UN will discuss whether or not it could be a good idea to let students do self-tests before applying for the programmes, to test if their interests matches with the programme. US will talk to the coordinators from the departments that is already doing this and ask for more information.</p>	<p>US, CMT</p>

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