

Meeting Subject

UN Meeting – Global Studies

Moderator: Uwe Skoda

Ref.: Jeppe Norskov Stockholm

Date: Wednesday 25th August 2021

Duration: 14.00-16.00

Present

Members VIP: Uwe Skoda, Jan Ifversen, Vladimir Douglas Pacheco Cueva, Raymond Yamamoto, Mette Thunø, Birgitte Pristed, Gauri Pathak

Members Students: None

Observers: Katrine Lin Lee (student guidance)

School of Culture and Society: Aleksander Jensen (Education consultant)

Arts Studies Administration: Jeppe Norskov Stockholm (ref.)

Absent

School of Culture and Society: Director of Studies Liselotte Malmgart

VIP: Anemone Platz, Georg Fischer

Students: Frederik Korsbjerg, Louise Buchhave Carstens, Jonatan Bolwig Balladone, Lilia Prelevic

Agenda item:	Discussion and conclusion:	Follow-up
<p>1. Approval of agenda and follow up from the minutes from last meeting</p>	<p>The agenda was approved</p> <p>The members of the board made a short presentation and welcomed Aleksander Jensen and Jeppe Norskov Stokholm.</p> <p>The board decided that the next meeting will be held at Department of Global Studies.</p> <p>The dates for the meetings in the autumn are</p> <ul style="list-style-type: none"> • Wednesday 15th September 14.00-16.00 • Wednesday 27th October 14.00-16.00 • Wednesday 17th November 14.00-16.00 • Wednesday 15th December 14.00-16.00 	
<p>2. Briefings Briefings (14.05-14.20)</p>	<p>2.1 News from the Board of Studies</p> <p>Uwe Skoda informed about the following:</p> <p><i>Easier application process for students with disabilities - Special terms and conditions for exams</i></p> <p>In the autumn of 2021 a new process are introduced for allowing students with disabilities to take exams under special conditions. This process means that students with disabilities only need to apply for special exam conditions once. Students whose special needs have been registered will receive a letter from the Board of Studies each semester containing information about the conditions applying to their exams in the upcoming exam period. The new process only applies to applications for dispensation connected to special conditions for exams (including theses). Students who would like dispensation in connection with other rules must continue to submit applications via the self-service system.</p> <p>Teachers who are contacted by students with questions about applications for dispensation should continue to refer these students either to a student counsellor, who can give students specific advice, or to the Study Centre Arts.</p> <p>More information about this will be posted as soon as possible on the Arts Study Portal. Until this information is available, please contact Vibeke Kjær Nielsen (vkn@au.dk) if you have any specific questions.</p> <p><i>Assessment of teaching environment (Undervisningsmiljøvurdering)</i></p>	

A process regarding the assessment of teaching environment will be conducted during the autumn. This process is based on the latest national survey conducted by the Ministry of Higher Education and Science, in which students are asked questions about their teaching environment and study environment. The assessment of the teaching environment covers the university's physical, psychological and aesthetic environment. It is a legal requirement that this assessment is conducted once every three years. The objective is to identify any areas in which special efforts are needed to develop and ensure a good teaching environment for the students.

Students at the Faculty of Arts will soon be receiving information about the teaching environment assessment, and will be invited to contact their representative on the UN if they want to contribute to the discussions.

The assessment of the teaching environment will be on the agenda at the next meeting in the UN in September.

Student participation in SN and UN

The student's participation in the meetings in SN and UN has been declining during the last semesters. SN has discussed various initiatives on how to motivate the student's attendance in the meetings.

UN will follow up on this at the next meeting in September.

2.2 News from the Head of Department

Uwe Skoda informed about the following:

- Guidelines regarding Covid-19 – please refer to the AU webpage with the latest updates
- Graduation ceremony – scheduled for the 29th of Oct, 1.15pm – deadline for registration: 10th of Okt
- Well-being seminar organized by the Studenterråd – 23rd of Sept with Robert Zacharie (in English)
<https://sr.au.dk/elementor-5792/>
- Annual Global Studies Lecture: 17th of Sept – please see the homepage of the Department for details

2.3 News from the student guidance

Katrine Lin Lee informed about the following

- [Introductory week at the Faculty of Arts](#)
- Study group workshop

A workshop on how to work in study groups and the promotion of the positive outcomes from working in a study group will take place in September. Information on when and where will be announced [here](#)

- Career events in the autumn
The full programme can be found [on the study portal](#)
- The Student Counselling are hiring. For further information [see here](#)

2.4 News from the study administration

	<p>Jeppe Norskov Stockholm made a short presentation of the headlines in the August newsletter from Arts Studier. For further information see here</p>	
<p>3. Election for UN and SN (discussion) (14.20-14.30)</p>	<p>Uwe Skoda informed about the upcoming election for UN and SN in the autumn 2021.</p> <ul style="list-style-type: none"> • The final dates for the election period are not official yet. • There can be 7 VIP members and 7 student members in the UN. • Representatives of the academic staff on boards of studies are elected for three years at a time. Student representatives are elected for one year at a time. • The students are up for election in 2021 while the representatives of the academic staff are up for election in 2023. • More information about the UN can be found in the forretningsorden <p><i>Decision</i></p> <p>The UN discussed if any initiatives regarding recruiting new students to the UN should be started. It was decided that the students are responsible for nominating candidates and submit the list of candidates.</p> <p>The present members of the UN on today's meeting will in addition to this</p> <ul style="list-style-type: none"> • advertise among the new students • contact students directly • contact the students represented in the "Fagråd" 	
<p>4. Evaluation: Good practice for presenting and delivering courses on degree programmes (14.30-14.50)</p>	<p>In 2020, the SN approved the guidelines "Good practice for course completion" and decided that should be evaluated after one year.</p> <p>Based on the experiences of the evaluations in fall 2020 and spring 2021 the UN discussed</p> <ul style="list-style-type: none"> • To what extent are teachers and students familiar with the guidelines? UN found that <ul style="list-style-type: none"> ○ the teachers are all fully familiar with the guidelines. ○ It is nice that we have the guidelines, and they are useful for new teachers. ○ We need guidelines for our students. Especially when we have students from different backgrounds • To what extent are the guidelines followed before and during the course? UN found that <ul style="list-style-type: none"> ○ The guidelines are followed ○ It is a common practice that the teacher start every course with telling what the courses purpose are ○ Is pretty much what the teachers are doing before and after the course • To what extent are they perceived as appropriate by teachers and students? 	

	<p>UN found that</p> <ul style="list-style-type: none"> ○ The guidelines have good distinctions between what must be done and what can be done. (more guidelines <i>can</i> be added e.g. on why and how to read the pensum, but it is not a <i>must</i>.) <ul style="list-style-type: none"> • Whether the experiences of the evaluations in fall 2020 and spring 2021 give cause for proposals of changes in the guidelines <p>The UN</p> <ul style="list-style-type: none"> ○ Don't see any need for changes as "must", but details "can" be added ○ Like the flexibility in the guidelines ○ Support that we keep it as it is. <p>Links to the guidelines: https://studerende.au.dk/fileadmin/studerende.au.dk/Arts/Studienaevn/Kultur_og_Samfund/SN-dokumenter/Good_practice_for_presenting_and_delivering_courses_on_degree_programmes_10._juni_2020.pdf</p> <p><i>Next step</i> Jeppe Norskov Stokholm will send a brief statement to the Board of Studies summarizing the discussions.</p> <p>Appendix 2: <i>Evaluering af retningslinjer for god praksis for kursusafvikling</i></p>	JNS
<p>5. Degree programmes (14.50-15.20)</p>	<p>5.1 <i>Approval of academic regulation for the Master's degree programme in Global and Area Studies (2022) (Decision)</i></p> <p>The point is postponed to the meeting in September</p> <p>5.2 <i>Process for making changes to academic regulations (briefing)</i></p> <p>Uwe Skoda informed that the UN in the Spring started the process of making new academic regulations and making changes to existing academic regulations.</p> <p>It is still possible for the UN to request changes to existing academic regulations. This requires, cf. the review of degree programmes (Uddannelseseftersyn) that the academic regulations must have had a full run through at least once.</p> <p>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 they full run through in the case of actual errors that need to be corrected with regard to the students' legal rights.</p> <p><i>Process for recommending and approving changes to academic regulations:</i></p>	

Proposals for changes to academic regulations are dealt with in:

- The UN in October (or in November if this is possible before the board of studies meeting). The UN recommends changes that need to be approved by the SN
- The SN in November, with the option to discuss the issue again in December. The SN recommends 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 01.09.2022

The UN has the following academic regulations that has had a full run through:

- Master's degree in Global and Area Studies, 2018 (process already begun)
- Bachelor's supplementary subject in Central European Studies

The UN is currently working on following changes:

- Bachelor's supplementary subject in Addressing Global Challenges, 2020
 - *A change to the formulation of the group exams*
 - *The clarification of who is forming the groups*
 - *Migration and mobility: suggestion to change the length of the exam*
- Bachelor's degree programme in Japan Studies, 2018
- Bachelor's degree programme in Brazilian Studies, 2018
- Bachelor's degree programme in India and South Asia Studies, 2018
- Bachelor's degree programme in China Studies, 2018
- Bachelor's degree programme in Russian Studies, 2020
 - *For the courses "Preparing for a stay in xxx" and "Introduction to applied qualitative research methods" at the BA programmes it has been suggested to changes in the number of students in the groups*

The template to propose changes is available from the UN secretary (jns@au.dk).

Important

The relevant members of teaching staff and the head of department are encouraged to discuss the validity of any proposed changes to the academic regulations with the UN secretary before their final approval in the UN.

Decision

The UN decided

	<ul style="list-style-type: none"> ○ to changes in the number of students in the groups for the courses “Preparing for a stay in xxx” This means that the description of the exam will be change from <p><i>Prøven aflægges som en fri hjemmeopgave i grupper af to til tre studerende. Opgaven indeholder en beskrivelse af udviklingen og -realisering af projektet, der er godkendt af underviseren. Opgaven skrives i en gruppe på 2-3 studerende, hvor den enkelte studerendes bidrag, med undtagelse af indledning, problemformulering og konklusion, kan gøres til genstand for individuel bedømmelse. Det skal fremgå af besvarelsen, hvilke afsnit den enkelte studerende er ansvarlig for.</i></p> <p><i>Omfang ved 2 studerende: 12-15 normalsider</i> <i>Omfang ved 3 studerende: 17-22 normalsider</i></p> <p>To</p> <p><i>Prøven aflægges som en fri hjemmeopgave individuelt eller i grupper af to til tre studerende. Opgaven indeholder en beskrivelse af udviklingen og -realisering af projektet, der er godkendt af underviseren. Opgaven skrives individuelt eller i en gruppe på 2-3 studerende, hvor den enkelte studerendes bidrag, med undtagelse af indledning, problemformulering og konklusion, kan gøres til genstand for individuel bedømmelse. Det skal fremgå af besvarelsen, hvilke afsnit den enkelte studerende er ansvarlig for.</i></p> <p><i>Omfang ved 1 studerende: 10-12 normalsider</i> <i>Omfang ved 2 studerende: 12-15 normalsider</i> <i>Omfang ved 3 studerende: 17-22 normalsider</i></p> <ul style="list-style-type: none"> ○ Postponed the decision regarding the course <i>Introduction to applied qualitative research methods</i> to the meeting in September. The UN will on the meeting in September to discuss the term reflection paper in the light of alternative suggestions from SNUK. <p><i>Appendix 4 and 5: Fagbeskrivelse_Preparing for stay_South Asia Studies and Fagbeskrivelse_Preparing for stay_India</i></p>	
<p>6. Final assignments</p>	<p>Uwe Skoda informed that SNUK in connection with the annual legal review of academic regulations at the Faculty of Arts has learned that some of the academic regulations at the Department of Global Studies do not specify the approval</p>	

<p>– approval of thesis statements (15.20-15.35)</p>	<p>process for thesis statements in final assignments (Bachelor’s projects, professional Master’s projects and Master’s theses).</p> <p>According to the Degree Programme Order (for Bachelor’s and Master’s degree programmes) and the Professional Master’s Degree Programme Order (for professional Master’s degree programmes), the topic delimitation (Bachelor’s projects), topic (professional Master’s projects) and thesis statement (Master’s theses) are subject to the approval of the university. So this needs to be stated in all academic regulations at the Faculty of Arts.</p> <p>As far as SNUK is aware, it is common practice for supervisors to approve thesis statements in connection with the supervision process for Bachelor’s projects/Master’s theses/professional Master’s projects. So this statement does not change our current practice. It simply makes the practice clear in the academic regulations.</p> <p><i>Decision</i> UN decided that the following statement should be added to the exam description for all Bachelor’s projects, professional Master’s projects and Master’s theses: <i>“The thesis statement is subject to the approval of the supervisor.”</i></p> <p>The statement will be added to the following academic regulations</p> <ul style="list-style-type: none"> • Master’s degree programme in European studies 2017 • Master’s degree programme in global and area studies 2018 • Master’s degree programme in international studies 2016 • Bachelor’s degree programme in India and South Asia studies 2018 • Bachelor’s degree programme in Japan studies 2018 • Bachelor’s degree programme in China studies 2018 • Bachelor’s degree programme in Russia and Balkan studies 2014/ Bachelor’s degree programme in Russia studies 2014/ Bachelor’s degree programme in Eastern European studies 2014 <p>Appendix 6: <i>Afsluttende opgave - Godkendelse af problemformulering</i></p>	<p>JNS</p>
<p>7. Well-being fund autumn 2021 (15.30-15.40)</p>	<p>Uwe Skoda informed that the department has received extra funds for ”re-boarding”, i.e. supporting the students’ study environment and well-being this autumn (post-Corona).</p> <p>Following a ministerial and a faculty decision, the department has been allocated 100.000kr and the UN can collect ideas on how to spend this money in the best possible way, i.e. involving the students and here especially the 2nd year students.</p> <p><i>Decision</i> The UN discussed several ideas for the respective sections as well as activities across the Department or the School (e.g. hiring a coordinator to organise/coordinate/implement activities, hiring mentors, arranging excursions etc).</p>	<p>US</p>

	<p>It was decided that</p> <ul style="list-style-type: none"> • Each section / BA/KA programme will have 8000 kr. • The rest (approx. 32.000 kr.) will be used for a activities for the whole department • Teachers and students can send ideas for activities and an application to Uwe Skoda • Deadline is 10. September • The application must include a short description of the idea and a budget 	
<p>8. Updates (15.40- 15.55)</p>	<p>8.1 Updates from the students No updates</p> <p>8.2 Updates from the degree programmes The representatives from the degree programmes gave a short brief on the intake and the upcoming introduction week for the new students.</p>	
<p>9. Suggested points for upcoming meetings (15.55- 16.00)</p>	<p>Points for upcoming UN meetings</p> <ul style="list-style-type: none"> • Discussion of quota 2 applications (September meeting) • How to motivate more students to attend the UN meetings • Discussion about how to prepare the students especially the international students for project placements. This could lead to a longer discussion about the internship and the value of the internships (October meeting) <p>Jan Ifversen informed about The government's relocation plan. The main messages in the Government's relocation plan are</p> <ul style="list-style-type: none"> • Up to 10 per cent fewer students in the four largest cities in Denmark. • Reductions in degree programmes taught in English. • And in return a forceful call to establish student places in smaller towns <p>The UN agreed upon that we need to discuss this and how we are going to respond on this in our programs in the light of new information coming in.</p> <p>Mette Thunø suggested that</p> <ul style="list-style-type: none"> • The new experimental teaching room, building 1942 set up for new teaching forms has been neglected / under-utilized and shall be transformed into a room with activities for our students for cultural activities. • The UN will take it up on the next meeting. 	

	<p>Mette Thunø informed about teaching for students that would like to go abroad in the next semester</p> <ul style="list-style-type: none"> The Department has hired a local teacher that can teach in Denmark. If the students cannot go to China, the contract needs to be extended and a final date for a decision regarding students going abroad is required. The HoD will take up the matter with the administration. 	
10. AOB	No updates.	