

**Meeting:** d. 15. marts 2023 at. 14.00-16.00  
**Building 1467, room 316**  
**UN-meeting, Global Studies**

**MINUTES**

## **Present**

Members VIP: Uwe Skoda, Birgitte Pristed, Georg Fischer, Anemone Platz.

Uddannelsesnævn Globale  
Studier

Members Students: Jonas Østvand Matthiesen, Julia Ieva Jørgensen, Karoline Thode Fogh, Jakob Frederik Thomsen og Sofie Lambertsen.

Dato: 15. marts 2023

Observers: Christina Fiig (VIP), Chun Zhang (VIP), Vivek Kumar Shukla (VIP), Hagen Schulz-Forberg (VIP), Studievejledere IHO and Sine Gyde Meler (Arts Studies, ref)

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**Absent:** Frederik Edsberg Hansen, Daniela Lange Andersen, Raymond Yamamoto,

## **1. Approval of agenda and follow up from the minutes from last meeting (14.00-14.05)**

The agenda was approved.

Uwe Skoda (US) followed up from the last meeting and informed in relation to the discussion about making the purpose, process, and outcome of the teaching evaluation more visible to the students. US is working on a document which explains this and can be send to the students. Furthermore, evaluations will be a point for discussion in the next meeting in the board of studies.

## **2. Briefings (14.05-14.20)**

### **2.1 News from the Board of Studies**

[Link to agenda and minutes from the Board of Studies meeting.](#)

US informed that SN have asked UN to discuss some different topic this spring:

- That SN have decided on a new process for nominating candidates for the teaching award. The UN will process this on an upcoming meeting.
- That SN is working on a new model for a template for the body of external co-examiners reports.
- A task has been given to the UN's – namely to discuss their understandings of "competences" which will then be discussed in SN.
- At the SN-meeting there will be a theme discussion about the process of teaching evaluation.

### **2.2 News from the Head of Department**

- The planning for a graduation ceremony is ongoing, and the date is on the 15<sup>th</sup> of September, more information will be sent out.

- The webpage for [Globalstudies.dk](https://globalstudies.dk) is continually updated and the UN members are encouraged to visit the site and inform.

### 2.3 News from the student guidance

- There have been semester coordination meetings on the bachelor programmes
- U-days went well, the online part will be evaluated the feedback on this part is mixed. The turnout all around for the degree programmes were okay.
- Student counselling mentioned that they have received questions from students regarding Brazilian Studies. The UN discussed that the department and SN have been informed that the school has started an analysis of the future for Brazil Studies. No decision has been taken yet, but a process has been initiated. It was encouraged that the right information will be brought to the students, because different rumors have been started amongst the students. In relation to the discussion it was also mentioned by students and teachers that this matter and the impact it will have at the department is something to be discussed in the Global studies Fagråd. Students at the meeting will bring the matter up at the next meeting in the Fagråd.

### 2.4 News from the study administration

News letter from Arts Studier ([click here](#))

## 3. Information on initiation of the process for drawing up new academic regulations to take effect on 1<sup>st</sup> September 2024 (14.25-14.35)

Head of department informed that the following processes for new academic regulations have been started (coming into effect on the 1. September 2024):

- Master's degree programme in International Studies
- Master's degree programme in Global and Area Studies

Working groups have been formed already, and the process will mainly focus on looking into jointly taught courses in the academic regulations, the UN will be informed about the process ongoing.

The degree programme board can see an overall [process plan for the drawing up of new academic regulations](https://www.udarbejdstudieordninger.dk) at [www.udarbejdstudieordninger.dk](https://www.udarbejdstudieordninger.dk). Here you will also find relevant material and guidelines for the work. SNUK provides a process facilitator to support the drawing up of new academic regulations.

## 4. Orientation about changes to the academic regulations due to the removal of prerequisite requirements after processing by the Dean's Office (item for orientation) (14.35-14.40)

US informed that the Vice-dean for education has considered the proposals for changes to the academic regulations, which have been drawn up as part of the project

on the removal of prerequisite requirements. The Vice-Dean has approved all the proposed changes. The changes will not take effect until 01.09.2023 and that the range of courses in spring 2023 will therefore follow the current descriptions in the curricula. The changes will be visible in the curricula 01.09.2023. Corrections to the autumn courses can be seen in the course catalogue already from 01.04.2023.

## **5. Evaluation of project placement (item for discussion) (14.40-14.55)**

The UN discussed and commented on the evaluation of Project Placements for E22 and gave input for proposals for quality improvements or special focus areas.

General comments from the UN:

- The summary of evaluations contains a range of recommendations which the UN supports.
- Teachers also informed that they experience that the students struggles to balance time spend working in the internships and have time to write the report.
- UN discussed need for more help to students before going to internships, e.g. by drawing up a general information document which states that students need to have time to write the report at the end of the internship period.
- European Studies drafted an information letter about the 3rd semester MA to the ES-students last autumn, which will now be turned into a common letter for the whole department. Hopefully the information letter, can help strengthening the communication to the students.
- Furthermore, there is a need for support the communication channels with students when they are in their internships because sometimes the university supervisors do not realize if anything is wrong before they read the final paper.
- It was also discussed whether the internship contract should contain clearer information on work ethics.

US will take the points further to the SN, which will discuss them in the April meeting.

## **6. Diversity in the content of the degree programmes at the Faculty of Arts and update about the the diversity working group (item for discussion) (14.55-15.25)**

Based on discussions in *Uddannelsesforum Arts* (UFA), the Vice-dean for education have asked the UN to continue the already initiated dialogue on diversity in the curricula of the degree programmes at their department.

In the UN meeting in October 2022, UN formed a diversity working group, the group drafted up a memo on how to address diversity in teaching and in syllabus in the department, which have been up for discussion in the “Fagudvalg” for Global Studies.

Student representatives informed that the fagudvalg in general have the experience that they meet diversity in the teaching and syllabus. Furthermore, students would like to acknowledge the teachers for being very inclusive when choosing literature from authors from different backgrounds, ethnicity and gender and further to bring the perspectives in the teaching.

The UN's general comments to the draft:

- Positive that the working groups have formed questions rather than guidelines, so teachers/students have questions for inspiration to talk about and reflect on.
- The teachers discussed the right time for a discussion of the syllabus e.g. that a thorough discussion of the syllabus/literature might be better placed in the mid-term evaluation or after the end of a course, i.e. after the reading of texts and not before a given course begins.
- It was encouraged that the body of external co-examiners could also be included in the discussion about diversity e.g., when censors are elected/appointed.
- UN discussed including students different learning types and approaches to learning in the draft about diversity. In addition, the UN discussed the need for more awareness about how to help students with learning disabilities and it was suggested to have a discussion and maybe inviting counsellors from [SPS](#) for an upcoming meeting.

*Next step:*

The Head of department will no later than 30 April 2023 send the output from the discussion (10-15 lines) to the Vice-dean for education at [prodekan.uddan-nelse.arts@au.dk](mailto:prodekan.uddan-nelse.arts@au.dk). During the autumn of 2023, the Boards of Studies (SN) will be given the output from the discussions in the UNs.

## **7. Discussion about the 3rd semester ( “profilfag”) (item for discussion) (15.25-15.35)**

In initial discussions in the last UN meeting the need for more information on options for 3<sup>rd</sup> semester Master students has been stressed and especially a lack of clear information on how to substitute the “profilfag” has been noted. Christina Fiig informed that students at European Studies over the last 4-5 years have experienced a gap between the content of the European Studies courses and the profile courses. There is a wish that student from European studies are able to attend more courses: Furthermore, the following points were raised:

- Information material of the webpage is limited, and there is a need for more information on deadlines for applying for “forhåndsgodkendelse” or taking courses at other faculties and so on.
- More clear information about which courses at AU or at other universities in Denmark students can select and if there can be such a list on the webpage (also in English)?
- The deadline for applying for other courses makes it difficult for students to meet the deadline.

US gathers these questions and suggestions for improvement of the information on the webpage and send it to administration to see if the webpage can be updated and SGM will look into the possibilities as well. It was also encouraged to bring the matter to the board of studies.

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## **8. Updates (time)**

8.1 Updates from the students

8.2 Updates from the degree programmes

A lot of different events are coming up on the different degree programmes, information will be sent out.

## **9. Suggested points for upcoming meetings.**

Points for upcoming UN meetings:

- Special Educational Support -SPS
- Discussion about the use of Chat GPT AI
- “Entry on the labor market”.

## **10. AOB**