

Meeting: 23rd of August 2023 at. 14.00-16.00
Building 1467, room 316
UN-meeting, Global Studies

Preliminary Minutes

Present

Members VIP: Uwe Skoda, Birgitte Pristed, Raymond Yamamoto

Uddannelsesnævn Globale
Studier

Members Students: Daniela Lange Andersen, Julia Ieva Jørgensen, and Sofia Ozerova Flou Pedersen.

Dato: 29. august 2023

Observers: Christina Fiig, Chun Zhang, Vivek Kumar Shukla, Derek Pardue, Studievejledere IHO and Sine Gyde Meler (Arts Studies, ref)

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Absent: Karoline Thode Fogh, Jakob Frederik Thomsen, Georg Fischer og Hagen Schulz-Forberg, Frederik Edsberg Hansen, Jonas Østvand Matthiesen and Sofia Lambertsen.

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

The UN approved the agenda, with a minor change in the order of the point with point 5 starting at 15.00.

2. Briefings (14.05-14.20)

2.1 News from the Board of Studies

No meetings in August and no updates from there.

2.2 News from the Head of Department

- The enrollment for the language programmes has not been as high as hoped, it is the same situation for the language programmes across the country with a further reduction of in-take.
- The next steps for the programmes with few students, will be discussed with the head of school.
- New initiatives with first year didactics are being rolled out, teachers will share knowledge about the use of the tools and more information will be out in the coming weeks/months.
- 27th of September the Global Studies lecture will be held and if possible, it will be streamed online.
- Invitations to the graduation ceremony for graduated students are out. Everybody is encouraged to reach out to the students, because many have not responded and may not be reached.
- Early September there are meetings with the dean about the "Kandidatreform".

2.3 News from the student guidance

- The new counselor in the student guidance attended the UN as a guest.

- The student counselors are planning some events for the new students about: study techniques, study groups etc.

- 2.4 News from the study administration
See the newsletter from Arts Studier ([click here](#))

3. Letter to all GS students about Project Placement on MA 3rd semester (orientation and discussion point) (14.20-14.25)

Christina Fiig (CF) informed that in August 2022 UN was presented with a letter addressed to students at European studies to prepare them for their 3rd semester's internship (project placement) and especially about the exam paper.

UN decided that the letter should be re-written and addressed to all students at the department and the supervisors. CF presented the updated version of the letter and opened for questions:

US thanked for the letter and commented that:

- All the 3 MA programmes have same the framework, so that should not be changed in the letter.
- US pointed out that if the date for turning in the paper is noted in the letter, it must be updated yearly. It will be added to the Global Studies "Årshjul"
- It could be slightly reformulated to express that there are typically 3 meetings with the supervisor. These 3 meetings typically take place online in the beginning, in the middle and in the end of the term.
- Next year (2024) the letter should be sent out even sooner already when the students get information about who their supervisor is (in the spring).

Birgitte Beck Pristed (BBP) informed that on MA GLAS the supervisor for the internships and Master Thesis are not always the same due to different circumstances. In those cases, there need to be some coordination between the two supervisors.

UN approved the letter which will be send to all students doing an internship (project placement) primo September. UN also agreed that in the following years, the letter should be sent out to the students earlier (May/June).

4. Making changes to academic regulations (orientation point) (14-25-14.35)

It is possible for the degree programme boards to request that changes are made to existing academic regulations. This requires, cf. the review of degree programmes, that the academic regulations must have had a full run through at least once. Only minor changes can be made to academic regulations, and it is important to relate each change to the degree programme. It is not possible to make changes to the academic regulations before a full run through in the case of actual errors that need to be corrected in the interests of the students' legal rights.

Process for proposing and approving changes to academic regulations:

Proposed changes to academic regulations are processed in:

- The UN in October (or in November if this is possible before the board of studies meeting). The degree programme board proposes changes that need to be approved by the board of studies.
- The SN in November, with the option to discuss the issue again in December. The board of studies proposes 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 1st of September 2024

US briefly summarized the point and that all the BA programmes have the possibility of sending in wishes to minor changes in the academic regulations. UN discussed the difference between "minor changes" and making a new academic regulation. US informed that due to the coming reform "kandidatreformen", there will probably not be resources to start the process of making new academic regulations for BA right now.

Some teachers informed that they have some suggestions adjustments they would like to see if could be changed already from 1.09.2024. Teachers were encouraged to send in the concrete suggestions to US and US will discuss with SNUK whether it goes as a minor change or would be a new academic regulation.

The template to propose changes (both new and previously proposed changes) is available from the degree programme board secretary.

5. Discussion of draft degree programme diagrams and qualification profiles for new academic regulations (discussion point) (14.35-14.55)

US presented the preliminary "Study overview" for the new academic regulations for MA International Studies 2024 and MA GLAS 2024. There are no changes to "about the programme", but it's attached for orientation.

There has been focus on making few changes mainly to look at three courses: Global History, Global Politics, og Project management which have to be "sammenlæst" for the two programmes. To keep the language component in the first semester, there will be an assignment which have to include a language element. The language teaching must be in relation to a specific course. US informed that there will be given two hours for the language elements.

The UN had one comment that it is noted that the Project placement is set as "passed/failed", but it is a graded exam in the current academic regulation and there was support for a graded exam. US will look at it.

Next step:

The study overview will be on the SN-meeting in September and the October the UN will look at the course descriptions.

6. Recommendation of two teaching staff to the lecturer Prize 2024 (orientation and discussion point) (14.55-15.05)

The UN is asked to recommend suitable candidates for the Lecturer prize 2024. It is up to the individual UN to assess how the candidates are selected; SN IKS recommends that it is student driven. SN IKS has decided that the recommendation should be a volunteering model, which means that all UN (and departments) will be offered to nominate, but there is no obligation to register candidates for the Lecturer prize.

US suggested to the UN that a working group with student and teacher represent should be formed to select candidates from the department which should be nominated.

The UN members discussed that they do not feel that they have a mandate to make this nomination and would like it to involve the students and discussed that it should be student-driven. The UN asked student representatives about the possibility that the members of the “fagudvalg” discuss what kind of process they want and whether they want to be involved.

Decision:

The UN decided that they would like to ask the fagudvalg to suggest a process for the nomination and UN will not themselves nominate teachers. Student representatives will bring it back to the fagudvalg.

Next step:

The fagudvalg presents their suggestion to a process before the meeting in September, and thereafter UN must subsequently submit their recommendations in the template to the SN Secretary no later than 2nd of October 2023 by email lwbj@au.dk.

7. Discussion about teaching evaluation (discussions point) (15.05-15.35)

SN IKS discussed the teaching evaluation as a theme at their meeting on 12th of April 2023 and wants UN to have a similar discussion based on the three questions:

- 1) Which purposes can we, from an institutional, teaching and student perspective, wish that a course evaluation can serve?
- 2) How can the evaluation process (from initial alignment of expectations over midterm evaluation to final evaluation and subsequent processing of the results) be designed so that it supports these purposes in the best possible way?
- 3) How, if at all, the evaluations can contribute to ensuring a high quality in the individual course ' research base

The UN had the following comments to the SN's questions:

- Seemingly, it is often the teacher and not the teaching which is evaluated and there are a lot of biases in the evaluations. There have to be awareness about this, but it's hard to suggest concrete changes e.g. in the templates or so.
- There was a suggestion that students evaluate the alignment of the courses in one semester and that the UN adds a question about alignment to other courses in the template.
- Teachers pointed out that a lot of language courses are co-teach and it can be hard to differentiate what the students are evaluating – is it the whole course or only on element?

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The UN also discussed a draft about the purpose and process for teaching evaluations on the department for Global Studies evaluations and had the following comments:

- Many students do not know the background and process of the evaluations, so it's positive that is a focus, because students outside the UN/SN are not aware of all the time there is spent on going through the evaluations.
- Students informed that in the introduction week, students will inform about the UN/SN and some of the tasks they do e.g. discussing teaching evaluations, and there this letter will be helpful.
- Teachers encouraged to have one sentence in the letter that it is the teaching which is evaluated and not the teacher.

Next step:

- SN representatives will bring the UN comments to the SN meeting in October.
- The draft about evaluations at Global Studies will be translated to English and published at Global Studies webpages and send out to the new students.

8. Orientation about an upcoming discussion about best practices for reading instructions for the students (15.35-15.45)

From the teaching evaluation, it appears that several students request best practice and instructions for reading in the courses, e.g.:

- What instructions are given in the individual courses?
- What good experiences do the individual teachers/students have in relation to best practice (or less good experiences)?
- What advantages and disadvantages have we experienced by giving instructions?

The topic was introduced at the meeting, and the UN members are encouraged to think about the questions and talk to colleagues and co-students to get input to a discussion in the UN in September.

9. Updates (time)

9.1 Updates from the students

The introduction week is planned, and the tutors are ready to welcome the new students.

9.2 Updates from the degree programmes

The teachers are preparing for the new semester across the department.

10. Suggested points for upcoming meetings

Points for upcoming UN meetings:

- Discussion about the use of Chat GPT AI (September/October)
- “Entry on the labor market” (Autumn 23)
- Special Educational Support -SPS (autumn)
- Expectations between teachers and students for oral exams (September)

There was added a point about “Formidlingservice” in September or October

11. AOB

Nothing to the point.