

Meeting: 20.03.2024 at. 14.00-16.00
Building 1467, room 316
UN-meeting, Global Studies

Minutes

Present

Members VIP: Annette Skovsted Hansen (Chair of UN and Head of department), Birgitte Uddannelsesnævn Globale Pristed, Georg Fischer, Hagen Schulz-Forberg, Vivek Kumar Shukla, Christina Fiig, Chun Studier Zhang

Dato: 20.03.2024

Members Students: Frederik Edsberg Hansen (Vice-chair of UN), (SN-representative), Lise Hostrup Daugberg og Sofie Lambertsen.

Side 1/5

Observers: Studievejledere IHO, Sine Gyde Meler (Arts Studies, ref) and Martin Arvad Nicolaisen (item 9)

Absent: Andreas Steen (VIP), Daniela Lange Andersen, Joakim Axel Bengt Ydebäck (SN-representative), Kasper Steenbjerg, Jakob Hoffmann Holm, Willem Adriaan Cornelis Koen, Uwe Skoda, and Anemone Platz.

1. Approval of agenda and follow up from the minutes from last meeting

Annette Skovsted Hansen (ASH) welcomed to the meeting and there is a quick introduction round. UN approved the agenda and followed up from the last meeting 28th of February 2024.

2. Orientation from the students

The student members informed:

- That there is an information meeting about “Globale studiers studenterformidlere” – students from high school are invited.
- Students had some questions about formalities and process of the Bachelor’s project, students will be informed later in the semester.
- There were questions from the teachers about how students choose their “Tilvalg”. Most students use the webpage where they find information and videos, or they ask older students.

3. Briefings

3.1 News from the Board of Studies

ASH briefed about items from the last SN-meeting. Agenda and minutes is online on the [Studyportal](#). The board of studies discussed the consequences of the removal of prerequisites and have asked the UN to discuss the matter:

- Teachers experience that removal of the prerequisites affects the attendance, and the learning environment – especially regarding planning and use of group work.

- Some teachers also experience that it has an impact on the student's preparation for class.
- The students had mixed experiences whether more students skip class after the removal. Often the students have a reason not to show up, which is not related to requirements. Furthermore, it was mentioned that the students are adults and make their own decision whether they come to class or not.
- UN discussed that teachers create the frame for a learning environment, but both students and teachers are responsible for it to work.
- UN discussed how it can be stressed to the students, that if they attend, they would likely be more prepared for the exams and their learning outcome

News from the Head of Department

ASH informed that:

- Career day will be on the 24th of April.
- There will be a "Hand in your master's thesis day" June 3.

3.2 News from student guidance

The student counselor informed:

- That evaluation from U-days is positive.
- That a meeting for BA students about wellbeing have been held, with good attendance.
- That the student counselors have had some cases this semester, where students who are going abroad skip their first exam attempt, which problematic, because of the more stringent rules regarding the "førsteårsprøve". Students should always contact the student guidance, so they are fully informed about the consequences of their decisions.

3.3 News from the study administration

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

4. Focus areas on the new guidelines for teaching assessment at CAS (item for discussion)

The faculty management team has adopted a new policy for course evaluation at Arts. It has been decided that the head of studies, in collaboration with the chair of the board of studies, the deputy chair of the board of studies and school management, will draw up the new guidelines with input from the degree programme boards, the board of studies, the management and other relevant stakeholders.

The board of studies and the management at CAS wish to focus on four areas that we believe could improve the evaluation culture:

1. Format and recommendations for interim evaluation and follow-up.
2. Clearer follow-up and visibility of the actual use of the evaluation.
3. Student engagement and well-being.
4. Simplification of the digital evaluation setup and reporting back on it.

The degree programme board was asked to discuss:

- What is the good framework for and recommendations for interim evaluation?
- What is the good format and content focus for the follow-up evaluation notes?
- Since questions are now locked for three years, does the UN want the board of studies to decide on joint evaluation questions?

UN started by giving their comments via a Padlet and thereafter there was a brief discussion, the following points was mentioned:

- It is important to follow up on both midterm and end of semester evaluations systematically. This might help to make even more visible for students that the evaluations are used and motivate students to answer the evaluations. The UN has discussed this topic before.
- Students like to have the possibility for ongoing and informal feedback during the course. This also gives teachers a chance to respond and maybe change minor things in the course.
- It was mentioned that the things that can be changed after the midterm evaluations are more “ongoing”, smaller matters, where the end-evaluation are for more structural changes.
- The student well-being is important, so that is welcomed that this is a focus in the new policy.

Next step:

The head of department sends a summarizing memo about the discussion (approx. half an A4 page) to studieleder@cas.au.dk no later than 3rd of April 2024.

At the meeting in April, the board of studies will receive a summarizing memo from the discussions of the six-degree programme boards at the School of Culture and Society. The memo is prepared in collaboration with the chairman and vice-chairman of the board of studies at CAS and serves as the basis for discussions the boards of studies. Subsequently, Guidelines for teaching assessment at CAS are prepared in collaboration with the chairpersons and presented to the boards of studies for comments. The vicedean approves the final guidelines.

5. Visit from the student mentor coordinator and evaluation of the mentoring initiative for the autumn semester (item for discussion) (14.40-14.55)

The mentor coordinators from Russia and China Studies visited the UN and presented the evaluations.

The general impression is that the mentors and mentees were very happy about the program. There was some confusion initially, which could be solved with more information in the beginning. Some of the main learning points have been that transparency and continuous communication are important.

It has been very different how the mentors and mentees have planned and used the meeting, but most groups had at least 3 meetings during the semester and got the opportunity to ask for 1 meeting in the exam period.

UN would like to continue the mentor programme and discussed the possibility for the MA programmes to have a mentoring programme. The department coordinator will look into it.

6. Exam planning and information (item for discussion) (15.00-15.25)

UN discussed the student perspective about timing of the exam dates and gave input to the pros and cons about having the exam dates at the end of a semester or spread out during a month (e.g. in January/June).

Students expressed that for the language exams it is nice when the exam follows immediately after the teaching ends. UN discussed that it is very different from degree programme to degree programme and courses which exam period students prefer. In other words, the individual programmes should have the possibility to express which format they prefer. Some teachers also expressed that they do not have any issues with the current exam periods and/ or plans as they create a fixed period for exam preparations. There was also a discussion about the placement of the reexams and how it can clash for students who are going abroad.

ASH would like to discuss the matter of the exam period further within the department and bring the matter to the school management if necessary.

7. Orientation about a minor change to the Master's Thesis on Global and Area Studies 01.09.2024 (item for orientation) (15.25-15.30)

The UN was informed about a change in the academic regulations for MA Global and Area Studies for the Master's Thesis.

The current description states:

- Danish: Der er mulighed for at aflægge prøven i en gruppe på 2 studerende, som bearbejder et fælles emne med baggrund i to forskellige studerede områder.
- English: It is possible to take the exam in a group of two students who are working on a joint topic based on two different areas of study.

From the 01.09.2024 the description will be changed to:

- Danish: Der er mulighed for at aflægge prøven i en gruppe på 2 studerende.
- English: It is possible to take the exam in a group of two students.

It will still be possible for the students to write their Master's Thesis in groups, but it is up to the supervisors in cooperation with the students to assess when it is appropriate to form groups.

8. Updates

Update about team teaching – follow up from course evaluations:

Martin Arvad Nicolaisen visited the UN and talked about team teaching as a follow-up from the last UN-meeting discussion from the course evaluations. XX gave some ideas for future points of attention regarding successful team-teaching e.g.: Continuously coordinating between teachers and some sense of streamlining in the academic regulations.

9. Suggested points for upcoming meetings

Points for upcoming UN meetings:

- Follow up on discussion about GAI (Generative Artificial Intelligence).

10. AOB

Nothing to the item.