

**Meeting:** 22.05.2024 at. 12.15-14.00  
**Building 1467, room 316**  
**UN-meeting, Global Studies**

**Minutes**

### **Present**

Members VIP: Annette Skovsted Hansen (Chair of UN and Head of department), Birgitte Beck Pristed and Christina Fiig,

Uddannelsesnævn Globale Studier

Dato: 22.05.2024

**Members Students:** Frederik Edsberg Hansen (Vice-chair of UN), Daniela Lange Andersen (SN-representative), Lise Hostrup Daugberg, Sofie Lambertsen and Kasper Steenbjerg.

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**Observers:** Andreas Steen (VIP), Studievejledere IHO, Morten Holst Zachariasen (department coordinator), Sine Gyde Meler (Arts Studies, ref), Frida Plannthin (Head tutor at Global studies for item 1-4) and Kirstine Helboe Hansen (Head of Studies, CAS)

**Absent:** Vivek Kumar Shukla, Willem Adriaan Cornelis Koen, Georg Fischer, Hagen Schulz-Forberg, Joakim Axel Bengt Ydebäck (SN-representative) and Jakob Hoffmann Holm.

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

UN approved the agenda.

Christina Fiig (CF) followed up from the last meeting regarding the discussion about GAI and suggested to invite someone from CED to talk about use of GAI in teaching to UN. UN supported the suggestion, but students suggested to wait to have the discussion until GAI is implemented and students have experience with the use of GAI. Annette Skovsted Hansen (ASH) informed that there will also be a discussion among teachers at the department. The UN will pick up the discussion in the autumn semester.

### **2. Orientations from the students**

The students informed that they have drafted a mail as agreed on the last UN-meeting about the process of choosing the BA project counselor and will forward to ASH.

Frederik Edsberg Hansen (FEH) informed that FEH will step back as the UN Vice-chair in the new semester and therefor the UN must “re-constitute” at the meeting in August. FE will continue as a regular member and help the new vice-chair get settled.

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

3.1 News from the Board of Studies

ASH gave a summary of the items at the agenda from the last SN-meeting and encourage the UN-members to read the minutes for more information: Find agenda and minutes on [the studyportal](#).

### 3.2 News from the Head of Department

ASH informed about CAS guidelines for work-related asymmetric relations the guidelines was send out as and appendices. The guidelines will be up at the employer website.

### 3.3 News from the student guidance

The student guidance informed that they are planning and getting ready for the new semester.

### 3.4 News from the study administration

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

## 4. Approval of programme(s) for the introduction week including the weekend trip (item for decision) (12.40-12.55)

The head tutor Frida Plannthin (FP) visited the UN and gave a brief introduction of the programmes for the introduction week and weekend trips (hyttetur).

### Introduction week:

FP informed that in the beginning of the week the degree programmes are doing mostly separate activities and then they have some joint activities for all the BA degree programmes on Wednesday. This structure have been chosen so the students can get to know fellow students at their own degree programme before meeting all the students from the other degree programmes, which might be overwhelming for some students.

There was a suggestion to also have a brief introduction to the structure of the bachelor's degree programme along with the overall introduction to the content of the degree programmes because some students requested this last year.

### Weekend trip:

FP informed that there will be one trip for the students from Japan studies and one joint trip from China-, Brazil-, Russia, India and Southasia studies.

FP informed that the planning of the weekend trips and ongoing and not ready yet, but some of activities with academic content are going to be a cultural lunch and quizzes.

UN thanked FB for the introduction for both programs and for all the work with planning week. ASH will pick up the last details about some of the specific content of the program.

*Decision:*

The degree programme board (UN) approved the programme(s) for the introduction week (studiestart). It was decided that when there is a full program ready for the weekend trips, it will be sent out for approval via mail or be on the agenda in the meeting in august.

*The next step:*

The head tutors must send the approved program to the coordinators for the introduction week in VEST Jannie Laigaard or Trine Schouborg no later than 1<sup>st</sup> of June 2024.

**5. Annual report from the chair of external co-examiners (item for discussion) (12.55-13.05)**

The degree programme board discussed the annual reports from the chair of the body of external co-examiners for Language-based Area studies. In the degree programme board, the primary focus is the possible issues that can be handled locally – and any given feedback to the chair of the body of external co-examiners. There may also be matters that extend beyond the local issues that can be passed on - eg. the more general, cross-cutting issues that can be addressed in connection with the SN's process of the annual reports from the chairs of the body of external co-examiners in June.

UN discussed that it can be difficult as users to determine which degree programmes the comments in the annual report relates to.

UN had following comments to the annual report:

- There is a suggestion from a co-examiner that exams should be possible to have online. UN had this discussion before regarding students who are abroad. The faculty guidelines states that exams should be taken at campus unless there is a specific reason. But UN would like to pick up the discussion again and whether there are other possibilities to structure the exams within the guidelines.
- At the time of the meeting UN had not received the annual report from the body for of external co-examiners for International and European Studies. The department have now received the report and it will be discussed at the next UN-meeting.

**6. Break (13.05-13.10)****7. Annual status review part two (decision) (13.10-13.45)**

The annual status review is part of the ongoing quality assurance work relating to degree programmes at the Faculty of Arts and is described in greater detail here: Degree programme quality assurance processes at the Faculty of Arts.

At the last meeting 1st of May, UN processed the data and action plans for 2023. At this meeting the UN was asked to continue the discussion and process and approve

the preliminary action plans for 2024. Furthermore, the UN was asked to discuss data and evaluation input for MA International studies.

Morten Holst Zachariassen (MZH) introduced the drafts for the action plans:

**Draft for action plans BA China-, Japan-, Russia, India and Southasia- and Brazil studies 2024.**

MHZ informed that the actions from the five BA degree programmes action plans have been continued in the joint action plans.

UN discussed that when the BA are joint the need to be concrete about the timeline and who a responsible for the actions are important.

BBP suggested to add “formidlingservice” as an action – because it shows transferable skills.

- There was a discussion about the actions towards study groups and the use of Unihelper. It was decided to have a broader discussion about study groups in the autumn semester.

**MA European studies 2024  
plans MA GLAS 2024**

- CF commented that the career coordinator from the department should be included in the discussions about employability at the UN and in which actions should be taken. The presentation could take place at an UN-meeting in the autumn.

There were comments from the UN that they would like if the action plans could be done every second year, so there is time to carry out the actions and see the development before adding new actions.

*Decision:*

The UN agreed that the draft for the action plans should be sent out via Sharepoint for the members to comment in them. The deadline for commenting is the 27<sup>th</sup> of May 2024. After this the ASH og MZH will adjust the action plans and they will be sent out for final approval via mail.

*The next step:*

The head of department submits the action plans for 2024 to the board of studies secretary no later than 3rd of June. The action plans proposed by the degree programme board are processed by the board of studies in June. The director of studies approves the action plans for the annual status review before 1<sup>st</sup> of September and informs the vice-dean for education.

**Degree programmes which are to be evaluated: MA International studies**

At the start-up meeting for the degree programme evaluation, the evaluation focus areas have been discussed with the head of studies. The degree programme board is asked to discuss and validate the evaluation focus areas based on the data basis and

knowledge of and experience with the degree programmes. Evaluation focus areas must be linked to the four sub-policies of the quality assurance policy and the data basis indicators. For further descriptions of procedures and guidelines for degree programme evaluations, please see “Description of the degree programme evaluation process at Arts”.

SGM gave a summary of the evaluation focus discussed at the start-up meeting:

#### Sub-policy 2

- The profile at the degree programme with the new academic regulations (joint reading)
- Partnership/collaboration with Political Science.
- Collaboration across global studies and in particular with the other Master's degree programmes and how the collaboration are visioned in the future?

#### Sub-policy 3

- Perspectives regarding well-being.

#### Sub-policy 4

- The only indicator which are red, employability will be a focus in the evaluation report.
- A discussion about what the jobs the students are facing after their studies.
- A discussion about digital competences

### **8. Consideration and recommendation of changes to academic regulations in connection with new guidelines for the use of GAI from autumn 2024 onwards (item for decision) (13.45-13.50)**

In April, the UN was briefed on the process leading up to the implementation of new guidelines. The Head of Department has received the specific task of identifying courses with exams where the use of GAI must be prohibited from autumn 2024 onwards. This has been discussed in the department and based on the discussions, the department recommends that no changes are made to the academic regulations at the department. UN discusses and processes the department's recommendation that no changes are made to the academic regulations.

If there are already restrictions on the use of aids in exams today, this will also apply to GAI in the future if no changes are recommended.

#### *Decision:*

UN recommends to the study board that no changes are made to the academic regulations.

#### *The next step:*

The Head of Department sends the final recommendation to the UN secretary no later than 29th of May 2024. The study board will consider the proposed changes in

June and the Vice Dean of Education will consider the changes and decide on final approval at the end of June.

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### **9. Updates (time)**

Updates from the degree programmes:

- Different activities going on at the department.
- ASH Encouraged students to join the different PhD-defenses at the department and Students said that if there is activities which teachers would like students to attend a message on Brightspace is the best way to make them aware of what is going on.

### **10. Suggested items for upcoming meetings**

Items for upcoming UN meetings:

- Discussion about theory and methods in teaching and syllabus (autumn)
- Follow up on discussion about GAI (Generative Artificial Intelligence)
- Discussion about study groups (autumn)
- Presentation by the department's career coordinator about initiatives around employability (autumn).

### **11. AOB**

Nothing to the item.