



AALBORG UNIVERSITY
DENMARK

Approved minutes of meeting 4/2017 in the Study Board of Languages and International Studies, September 20, 2017, 9.30-12.30

Study Board of Languages and International Studies

Kroghstræde 1,
DK- 9220 Aalborg East

Study Board Secretary

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Present: Ben Dorfman (BD), Bent Boel (BB), Theresa Hansen (TH) Inga Ernst Andersen (IEA), Laura Høvring Møller (LHM), Kirsten Jæger (KJ), Frederikke BruhnJohansen(FBJ), Oscar Garcia (OG), Thomas Bavnsgaard Jensen (TBJ), student counsellor Louise Brahms Vinther(LBV)

Not present: Robert Chr. Thomsen(RCT), Susanne Hald(SH)

Referent: TH

Agenda:

1. Approval of agenda
2. Approval of Minutes 3/2017
3. Discussion of semester start.
4. Course, semester, project and education evaluations Spring 2017 (BD and OG)
5. Approval of semester descriptions (BD and OG)
6. Approval of revised LISE Curriculum for 2018
7. Status on SIS Curriculum revisions for 2018
8. Orientation of coordinator responsibilities and activities, LISE
9. Orientation of coordinator responsibilities, SIS
10. Addenda

1. BD noted that point 7 would be moved before point 6. Agenda for meeting approved.
2. Minutes 3/2017 approved with no changes.
3. The study board has positive impressions of the semester start and the new students. The question is how many will continue. BS noted that the study lines have tried to streamline the semester start to ensure more consistency; new teachers and teaching assistants in English and Spanish; more communication with RUS coordinators. A number of initiatives were also taken around the study start with an eye towards reducing drop-out rates. One is more time for the introduction with space for students ask to questions, and the other a new student survey about student goals with the study (LISE). Nanna (TA) went through the answers. BD has tried to be in contact with those who were unsure about the study. The general impression is that most students had a decent sense of their choice of study.
4. OG offered a resume of the SIS Spring 2017 evaluations; students are generally positive; more are giving comments. The summaries of evaluations were approved, and all suggested

initiatives concerning points of critique will be followed up on. Salient points concern the structure of the BA semester and how to handle the multiple level of language competence on the parts of the students.

BD offered a resume of the LISE Spring 2017 evaluations. Students were again generally positive, especially concerning supervision and the overall evaluation of the education – areas with significant improvement in the reviews. The summaries of evaluations were approved, and all suggested initiative concerning points of critique will be followed up on. Points of concern in relation to the structure of the BA semester were also noted. BB and BD will attempt to address these issues, specifically in relation to the Regional Studies class.

BD noted that the number of review responses was still low, despite placing reviews in the last meeting of semester courses. It will need to be discussed at the School level as to how to address this.

5. **This point was overlooked in the meeting; approval of semester descriptions took place subsequently by email communication.**
6. OG notes that there still needs to be a final discussion upon the SIS Curriculum for 2018. In the new curriculum, there will be more focus on language; more possibilities to write in Spanish and introducing more Spanish language in almost all classes; from the 3rd semester students have to write in Spanish. There will also be changes regarding 3rd semester to provide more differentiation between classes. The BA semester will use globalization studies as the theme.
7. LISE is further along in the approval process. The curriculum will be discussed with the School. Salient points are 5 more elective ECTS and the inclusion of a module on Religion, Society, and Politics. The study board approved the curriculum admissions.
8. Regarding SIS, BD noted that if someone has an issue or question, it is the coordinator that should be contacted. The study board is delegating all the authority regarding dispensation to the Spanish teachers. The Spanish group is also empowered to take the initiative regarding extra activities on the teaching schedule as well as ranges of extra-curricular activities (documentary film nights, guest lectures, etc.).
9. Regarding LISE, dispensations should be sent to BD, cc IEA; **both LISE and SIS will now use a standardized dispensation form.** 4th and 5th semester coordinators should offer meetings about electives. There will be an elective coordinator to be available to talk with the students about electives and offer meetings regarding those semesters in which electives are included. Special attention needs to be paid to screening proposals for RTS by the 6th semester coordinator. The delegation of supervisors will continue to be located with semester coordinators. The 1st semester coordinator will need to administer the new student survey and coordinate with RUS coordinators.
10. The board has decided to end the system of semester representatives. Extra effort will be made to make students aware of their representatives on the study board. The study board also agrees to add two points on the agenda: news from the student body and news from the student counsellors.