



AALBORG UNIVERSITY
DENMARK

Approved minutes of meeting 2/2018 in the Study Board of Languages and International Studies, May 8, 2018

Study Board of Languages and International Studies

Kroghstræde 1,
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Study Board Secretary

Inga Ernst Andersen
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Present: Ben Dorfman (BD), Óscar García (OG), Kirsten Jæger (KJ), Bent Boel (BB), Laura Høvring Møller (LHM), Frederikke Bruhn Johnsen (FBJ), Inga Ernst Andersen (IEA), Ofelia Gravesen (OGR),

Not present: Bolette Halkjær Skov Sørensen (BHS), Karina Freimanis Sørensen (KFS), Robert Chr. Thomsen (RCT), Susanne Hald (SH), Ana Maria Macias (AMM), Lize van Biesen (LVB)

Referent: Laura Høvring Møller

Agenda

1. Approval of agenda
2. Approval of minutes 1/2018
3. Status on semester evaluation summaries, LISE and SIS
4. Comments on semester descriptions spring 2018 for SIS
5. Orientation on drop-out threat report
6. Comments on censor corps reports, LISE and SIS
7. Approval of teaching rosters, LISE and SIS
8. Orientation on other points: new meeting structure, comments on self-evaluation, employment panel meeting, confrontation hour issues
9. News from students
10. News from student counsellors
11. Addenda

Minutes

1. Agenda approved

New meeting structure

BD notes that pre study board meetings for SIS and LISE respectively have been held, but that it should be more structured and with minutes. They will be held in the autumn as well. This is because we have a special construction with two programmes in one study board. Pre study board meetings would be the more important ones, with possibility to discuss and go more in depth, and the "real" study board meeting would be shorter and more about formalities.

2. Minutes approved

3. Status on semester evaluation summaries, LISE and SIS

OG states that SIS is still experiencing problems with the PBL course. A new curriculum will be effective next year and this will maybe help. BD notes that these points should be discussed in the pre study board meetings in the future.

BD orientates about LISE:

- Students are still not happy about the PBL course. Next semester, we will extend the course and include workshops.
- Students are also not happy about the discussion sessions. We will change the semester structure from next semester, so this will possibly help the problem.
- 1st and 3rd semester courses are not distinct enough. BD will arrange a teachers meeting to discuss and find a solution to this.
- Many students indicate that they do not spend many hours studying a week.
- All the above mentioned problems might be solved by the new semester structure which means that all courses will be extended to last for 9 weeks (with 8 regular lectures and 2x1 hours Q&A sessions in the middle and end of lectures respective). The portfolio will include a variety of different tasks in addition to the regular take-home assignment, these task may include sit-in exams, presentations and inducements that encourage the students to attend classes (e.g. that students who do attend classes can choose which exam question to answer, while students who do not are simply given an exam question).

4. Comments on semester description spring 2018 for SIS

OG is still working on this. He will probably finish within the next couple of days, and the description will be circulated to the study board by email.

5. Orientation on drop-out threat report

BD notes that we have 21 students that are "red" on the LISE traffic light report.
2 students in the SIS programme are "red" on their traffic light report.

We are aware of the situation and are following all guidelines and procedures as to when these students can take their exams.

6. Comments on censor corps reports, LISE and SIS

BD: There are no remarks of substans coming from the censor corps that have any consequences

for the future of LISE or SIS.

7. Approval of teaching rosters, LISE and SIS (coming)

BD explains that these were discussed during the pre study board meetings. In relation to SIS, there are no problems.

In relation to LISE, it is difficult to find enough hours. This is among other things due to the new semester structure (with the extension of courses and the regulated portfolio exam). A solution could be to encourage students to talk to instructors about assignments before they hand it in. Furthermore, we will apply cluster supervision.

All in all, we have enough instructors for all courses, but we do not have enough supervisors.

8. Orientation on other points: new meeting structure, comments on self-evaluation, employment panel meeting, confrontation hour issues

New meeting structure: this point was discussed earlier, see point 1.

Self evaluation: BD makes the study board aware that self evaluation is happening at the moment, and that in the end of June there will be a physical meeting between external actors (both from the academic field and from the employment market), the head of school and BD.

Meeting with employment panel: The panel is for both SIS, LISE and CCG. The meeting went well, there were many positive comments for LISE. There were not many comments for the SIS programme, although the panel did question whether there are job opportunities for SIS students. The comments are taken into consideration.

Confrontation hour issues: The university has decided on a minimum number of hours that all programmes need to offer their students. SIS does not make the minimum at the moment, LISE barely does. It is both an issue about finding the hours in the budget, but also about finding good teachers. BD notes that we will need help from the university to make a plan, if we are going to reach the minimum.

9. News from students

FBJ notes that students are asking for their oral exam date on the 6th semester. It is decided that it will not be published before after they have handed in, because there might be changes until that time.

Students also ask for a graduation ceremony. BD explains that the planning of such an event was started, but had to stop again because the teacher assistant were not allowed to plan it according to law. BD will talk to LHM about trying to arrange something.

10. News from student counsellors

In March, the university held an Open House event where both SIS and LISE student counsellors were present. The event was very well visited and both the stands of the SIS/LISE students counsellors and their shared presentations were very popular.

The student counsellors also arranged a SIS/LISE day in beginning of April. People could sign up

for the day at the Open House event. Unfortunately, this was not very well visited, however, it was evaluated very positively among the young people who did attend the event. LHM notes that this event should be repeated next spring, and that it could be promoted even more - maybe on the webpage, on Moodle, among current students.

11. Addenda

BD would like to introduce a faculty lecture series where the teachers of the programme can present their current research. FBJ notes that it would be an advantage to plan them on Fridays, so students can go to Friday Bar afterwards, which would create a stronger sense of belonging to the programme and the university.

BD introduced a "Life after LISE"-survey, which is a survey examining where 105 LISE graduates moved on to take their MA or MSc based on an examination of the newly established LISE LinkedIn group.

BD notes that it would be nice to make one similar for SIS, maybe with the help from OGR.

KJ asks about the 7% who do not move onto a MA or MSc, and BD explains that he chose to only focus on education and not employment.

LHM notes that this will also be a big help in the student counselling.