



AALBORG UNIVERSITET

## Minutes 3/2020 Approved

### Study Board of Language and International Studies

Kroghstræde 3  
DK-9220 Aalborg East

### Study Board Secretary

Inga Ernst Andersen  
Phone: +45 9940 9190  
e-mail: [inga@hum.aau.dk](mailto:inga@hum.aau.dk)

Date: 29/01/21

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<b>Date and time</b>	October 7th, 2020 kl. 1230-1415
<b>Place</b>	Teams
<b>Present: Elected VIP</b>	Ben Dorfman (BD, Chair of the Study Board), Kirsten Jæger (KJ, representative for LISE); Bent Boel (BB, representative for LISE)
<b>Present: Elected students</b>	Flavia-Gabriela Sandu (FGS, student representative for LISE), Jakob Blasius Thomsen (JBT, student representative for LISE), Elias Mark (EM, student representative for LISE)
<b>Present Observers</b>	Ida Vejnø (IV, SIS Spanish Student Counsellor), Morten Ziethen (MZ, study leader), Helja Asadi-Gholami (HAG, LISE Student Counsellor), Ana Maria Macias (AMM, representative for SIS Spanish)
<b>Not Present</b>	Oscar Garcia (representative for SIS Spanish), Laura Bang Lindegaard (LISE 2 <sup>nd</sup> Sem. coordinator), Susanne Hald
<b>Referent</b>	Helja Asadi-Gholami, Kirsten Jæger, Inga Ernst Andersen (IEA Study Board Secretary)
<b>Approved</b>	December 2, 2020



	Redegørelse/vurdering	Evt. opfølgning
<b>1. Approval of Agenda</b>	The agenda was approved.	
<b>2. Minutes 2/2020 and Semester Descriptions LISE and SIS Fall 2020 have been approved by mail</b>	The minutes from SB meeting 2/2020 have been approved by mail. The semester descriptions for LISE and SIS Fall 2020 have been approved by mail.	
<b>1. Evaluation reports LISE and SIS Spring 2020</b>	<p><b>SISS:</b></p> <p>Very few students actually filled the evaluation forms. Most of the ones who did seem to have been students who went for their semester abroad and were affected by corona. These students felt that they would have liked more attention from the university when they came back from their semester abroad as their return was quite abrupt. In particular, the comments reflected that these students were unhappy that they had to complete exams for subjects in which they did not have classes.</p> <p>AMM noted that she and the study board had done their best to inform students who went abroad about their options, specifically that the students did have the opportunity to return to AAU sooner and to follow online classes while being abroad. AMM is considering having a meeting with these students to clarify this for them now. However, the SISS student counsellor, IV, noted that the students that she had talked to had had a different experience than the one reflected in the evaluation. These students had felt very seen by the university and by the study board as they were offered to complete a semester even though they had not been there for the classes. KJ noted that the goal is now to ensure that such a situation does not arise again, and that students considering a semester abroad are being told of the risks involved in going abroad.</p> <p>Regarding teaching during corona, there was a mixed response from students. Some were understanding towards classes being quite different, whilst others felt that the online teaching did not live up to their expectations. 27% of students who answered the question about how long they spend on classes said they spent 37-40 hours per week and that the semester had been very demanding</p>	



also said that their working effort had been satisfactory. Some students also felt that information from instructors came very late. Some students expressed that some aspects of online teaching worked very well, for example, students experienced a greater flexibility regarding their meetings with their project supervisors, and some students also experienced less anxiety during the oral exams.

**LISE:**

Regarding Corona-related restrictions, it seems that most of the students felt demotivated by the corona situation, on the other hand some students discovered advantages to the situation e.g. the flexibility provided by course material being available all the time online. Overall, the students were understanding as to the difficulties brought on by corona.

Regarding pre-corona teaching, the 2<sup>nd</sup> semester students expressed a need for the grammar class to be split into two smaller classes.

Regarding written work, students expressed a need for feedback on their written work before the final hand in of their exams. Generally, the students express that they need clearer guidelines as to what is expected of them in exams and what they can do in order to improve their grades. Some students also reported that their requests for comments after an exam were outright refused by the given instructor, with no reason being given. Especially the portfolio exams seem to confuse the students. Better explanations are needed as to what the portfolio exams are, and when the students will receive feedback, and then finally what the individual deadlines are for.

Both SISS and LISE have experienced an increase in reports made by students regarding misconduct in the study environment.

In LISE, seven students experienced uncomfortable situations, four students experienced discrimination, and two students reported bullying, all committed by fellow students.

In SISS, one student said that they had been approached inappropriately by another student. Additionally, some students have reported that they feel a lack of community.

AMM suggested that she would speak to the SISS students and make them aware study/student groups present at AAU as well as making the students aware of the importance of joining such groups



	<p>Generally, students who have experienced this can only be encouraged to report this, and there is a need to find out what is causing this behaviour. Kirsten will send out an email stating that there have been reports of this behaviour and encourage students to contact their respective student counselor.</p> <p>In continuation of the discussion of the semester evaluations, there was a discussion about the availability of the course evaluation forms in their entirety. The Study Board is supposed to secure the quality of the teaching, as such it needs access to the information about what is happening in the teachings, hence the student comments are quite important. JBT suggested that the entire evaluation material be made available to all members of the study board, not just the SB chair and the coordinators. Against this suggestion it was argued that, instructors might feel uncomfortable having harsh comments about their teaching being read by others. Furthermore, while the evaluations contain information that is useful to the Study Board, this information is always included in the summarised report anyways. This raised a general discussion of whether there is a need for a common procedure on how to use/publish the student evaluation. This point will be further discussed in the next study board meeting.</p>	
<b>4. HUM_Opfølging på studiemiljø - frist for indsendelse den 9. december 2020</b>	<p>If the study board has comments on the physical study environment it should be written to Kirsten and Inga, it will be written on the agenda, as there were a lot of comments about the environment not being appropriate during spring. In particular, there needs to be a discussion of the effects of the AAU library being moved to Ks3. It has already affected the students who have classes there as they now lack study space. It was suggested that there perhaps is a need to make the rooms available on Ks3 multifunctional.</p>	
<b>5. Study Start and Live Streaming, etc.</b>	<p>Some students do not feel comfortable when the camera has to be turned on, and many students dislike the break-out-room feature on Zoom. Students who follow the class online report that they feel neglected when the instructor is teaching a physically present group as well, since the instructors tend to focus on the people in the classroom and forget those following along online.</p>	



	<p>The students report that some technical issues last for a very long time and this takes a lot of time away from actual teaching. The instructors have had the option of joining a course on how to teach online, more of this kind of courses will according to Morten be made available to the instructors during autumn/winter. It was suggested that some students may also experience technical issues because of the new two-factor authentication process. Students have also stated that they feel that the AAU IT Support has been lacking. Kirsten will write to the IT Support on behalf of the Study Board regarding this lack of availability as well as their opening hours being problematic with regards to classes being held in the afternoon.</p> <p>Some students have complained that teachers need to be reminded of why we are doing A and B groups, as some teachers have instructed students to make in-class groups that would create new infection chains.</p> <p>In general, this semester seems to have been received a lot better than the spring semester. The online and the physical class solution seems to be generally well received by the students.</p>	
<b>6. Winter Exams – online or on Campus</b>	<p>The students seem to be split into two camps, one preferring online exams, the other preferring exams with physical attendance. Those who prefer online exams do so because they either feel less anxious when they are in a more comfortable physical environment (e.g. at home rather than on campus), they feel safer in regards to the corona situation, and lastly, they feel a greater geographical flexibility. AMM noted that it might be easier to get censors to agree to do the censoring in the case of online exams</p> <p>Those who prefer exams with physical attendance state that they do not feel like it is a real exam when it is online, and that they feel a lack of connection to the examiner.</p> <p>As it seems that the students are fairly evenly split between these two camps, the decision will be left to the administration as to whether the exams will be online or not.</p>	
<b>7. Censorrapport LISE 2019</b>	<p>We did not make it to this point.</p>	
<b>8. Information/news from Study Board Chair:</b>	<p>We did not make it to this point.</p>	



<p>a) Orientation about new management structure at the department</p> <p>b) New procedure for ressource management, timebånd</p>		
<p><b>9. News from students and student councilors</b></p>	<p>We did not make it to this point.</p>	
<p><b>10. Further Issues</b></p>	<p>In the coming meetings during the spring semester, decisions need to be made as to what the money allocated for the RUS seminar will be used for, as it is uncertain whether it will be possible to hold this event.</p> <p>Several studies have experienced an increase in the reporting of discrimination/bullying. The next study council meeting needs to discuss whether the institute needs a standard procedure about how to handle these situations and what we understand the universities role to be.</p> <p>Many students have expressed that having mandatory attendance in 5<sup>th</sup> and 6<sup>th</sup> semester is unnecessary especially when there is also an exam and the passing of the exam is not based on attendance. It should perhaps be put on to the agenda for the next meeting.</p> <p>Regarding the increase in reports of misconduct, there seems to be a need for a discussion of how to increase the sense of community among the students.</p>	