



CENTRE OF AFRICAN STUDIES STUDY BOARD

MINUTES OF THE STUDY BOARD MEETING

Time: Tuesday 19 April 2016, 13-15

Venue: Centre of African Studies, Købmagergade 46, 4th floor, room 455

Notetaker: Julie Oxenvad

Participants: Stig Jensen (Chairman, Associate Professor) (SJ), Karen Lauterbach (Associate Professor) (KL), Marquis Lee Caldwell (Student Representative) (MLC), Lasse Poulsen (student) (LP), Carsten Selch Jensen (Head of Studies) (CSJ), Maj-Britt Johannsen (Director of Studies) (MBJ), Anja Mee Foldberg (Head of Study and Career Counselling) (AMF) and Julie Oxenvad (Secretary of the Study Board) (JOX)

Jan Sølberg (associate professor from Department of Science Education) (JS) participated under item 3 and Mette Juul Vedel (International Coordinator) (MJV) participated under item 7d.

Absent: Amanda Nielsen (Student Representative)

1. Approval of the agenda

The agenda was approved.

2. Approval of the minutes from the last Study Board Meeting

The minutes from 31 March were approved with one minor change.

3. Course evaluation project

SJ informed about the work in the group on course evaluations and introduced Jan Sølberg from the Department of Science Education, Faculty of Science (responsible for developing the quality of the pedagogical teaching). JS informed about his work and the project on how to improve mid-term evaluation. The main focus is to promote learning as part of the process of developing courses, and he is working on integrating formative assessment and feedback in

the courses as a feedback mechanism during the courses. This means that the student will have the opportunity to evaluate during the course, and the lecturer will have the opportunity to develop the course underway. The reflections on what the lecturer intend to do can be linked to the student feedback during the course.

JS and SJ plan to carry out a pilot-project in terms of improving the mid-term evaluation in the compulsory course *Nature, Population and Society in Africa* in the autumn semester 2016. In relation to this SJ plans to have a broader discussion in the SB during the autumn semester 2016 in terms of extending the project and experience with improving mid-term evaluation til all courses.

MLC and LP said that evaluation of courses need to be meaningful in terms of encouraging the students to spend time on it. For their part they have not noticed changes in the courses and teaching after a mid-term evaluation and often the mid-term evaluation is carried out very late in the course. KL added that it is important to create a culture of openness so it is easier for the lecturer and students to discuss the evaluation in the class and get feedback.

4. Applications for dispensations, exemptions and credit transfer

- a) One application for dispensation to register late for the exam in *Helping Africa?* (10 ECTS) in the spring semester 2016. The application was approved.
- b) One application for exemption from participating in person in the opponent session for *Politics, Development and Change in Africa* in the spring semester 2016. The application was not approved.
- c) One application for dispensation to postpone the deadline for handing in the final project for the professional master programme. The application was approved and the new deadline is 1 December 2016.
- d) One application for dispensation to cancel the registration for *Religion, Culture and Society in Africa* in the spring semester 2016. The application was approved due to special circumstances, and the SB also granted an exemption from the requirement to enrol for courses for 30 ECTS in the spring semester 2016.
- e) One application for dispensation to postpone two exams in summer 2016 to the re-exam period or the autumn semester 2016. The application was not approved.

5. Approval of course descriptions for autumn 2016

The last descriptions for the courses planned in the autumn semester 2016 were sent for the SB's approval. SJ went over the descriptions:

- *Economic Development in Africa*: approved
- *Helping Africa?*: the adjusted description was approved
- *Critical Development Planning and Policy Analysis: Focus on Africa*: the Sb agreed that the exam form was not according to the Study Curriculum and need to be adjusted.
- *Kiswahili I*: approved

6. Courses Spring 2017

SJ informed about the tentative plan for courses in the spring semester 2017:

- *Politics, Development and Change* (15 ECTS)
- *Religion, Culture and Society* (15 ECTS)
- *Thesis Seminar*
- *Kiswahili II* (7.5 ECTS)
- *Religion and Development* (Karen Lauterbach) (15 ECTS)
- *Governing Africa's Natural Resources* (Stig Jensen) (7.5 ECTS)
- *Urban Africa* (Amanda Hammar) (7.5 ECTS)

The SB approved the titles and agreed to consider the course descriptions on next meeting.

7. Information on minor issues

a.) The Study Boards template for course descriptions

CJ informed about the new template for course descriptions that has to be used in connection with the approval of courses in the Study Boards.

b.) MA thesis

CJ informed that there is a need to change the practise on the thesis contracts so that the student writes a more specific problem formulation instead of a working title on the contract which is the current practise.

CJ also informed about the implementation of the online thesis contract through STADS.

c.) Revision of the Study guidelines for the Professional Master

AMF informed about the proposed changes and revision of Study Guidelines for the Professional Master Programme which mostly were practical changes in relation to the commencement of the Digital Exam.

d.) Report on internationalization

MJV informed about the Erasmus Agreement for CAS and that students are coming to CAS to study but no students from CAS are studying abroad in connection with the

agreement. MJV suggested that CAS cancels the agreement for the students and continue with the agreement for the staff. The SB agreed to cancel the agreements for the students.

e.) Report on student counselling

AMF informed about the report for 2015. 25 percent of the inquiries to the student counsellors were related to African Studies.

f.) Evaluation of the Teaching at the Faculty Spring semester 2015

CSJ informed about the Report on Teaching Evaluation for the spring semester 2015. The SB discussed the report and asked questions. Especially it discussed the low response rate of the evaluations and discussed whether the procedure to evaluate all courses impacts the response rate in terms of whether the students get tired of evaluating all courses. LP said that he didn't believe that the students get tired of evaluating all courses but that it is rather how the courses are evaluated that is interesting.

The SB agreed that it would prefer to have the report presented at a meeting before it is published on the website and it was decided that this is the procedure in the future.

8. Points of discussion raised on behalf of MA students

The student representatives had no further points for discussion at this meeting.

9. Other business

No other business.