



CENTRE OF AFRICAN STUDIES STUDY BOARD

MINUTES OF THE STUDY BOARD MEETING

Time: Tuesday 21 June 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 (Vice-Chairman, Student Representative) (MLC), 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)

Absent: Lasse Poulsen (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 11 May were approved.

KL followed up on a question from last meeting regarding which graduates and what kind of employment are included in the statistic for unemployment (international students, international recruitments and part-time jobs) and JOX replied that the Study Administration has not yet been able to find the information.

3. Applications for dispensations, credit transfer and Professional Master Study Plan and Final Project

- a) One application for a fourth exam attempt in *Nature Population and Society in Africa*. The application was not approved due to the SB not finding any special circumstances in the application that gave reason to grant a dispensation (cf. Examination Order §13, stk.

- 2). The SB asked the student to send a new application for dispensation including a description of the special circumstances.
- b) Two applications for exemption from participating in the second opponent session in the *Thesis Seminar* in the spring semester 2016 due to illness. The applications were approved.
 - c) One application for pre-approval of credit transfer of a summer course at the Faculty of Theology, UCPH: *New Wars – Old Beliefs: Conflict and Religion in 21st Century* (7.5 ECTS). The application was approved and the course will replace *Optional Course* (7.5 ECTS). The approval was given on the precondition that the exam topic in the respective course is Africa relevant and that a sufficient amount of literature is Africa related.
 - d) One application for an exemption from the requirement to enroll for courses for 30 ECTS in the autumn semester 2016 and a dispensation to postpone the exam in *Internship and Fields Study* to the winter exam 2017. The application was approved due to special circumstances.
 - e) One application for dispensation to change the core subject for the Professional Master programme was approved.
 - f) Two applications for Professional Master Final Project were approved.
 - g) Three Professional Master Study Plans were approved.

4. Changes in the Study Curriculum

On last meeting MBJ informed about the new proposal for changes in the rules set out in the Study Progress Reform applicable from 1 September 2016. The new law was adopted in May. In relation to this, MBJ informed about the revised rules that have to be implemented in the Study Curriculum and General Regulations:

- **Maximum study period.** A maximum time limit of 3 years for completion of the MA programme for students enrolled 1 September 2016. There is a transitional agreement for students enrolled before 1 September 2016: the time limit for students at CAS is 4 years.
- **New requirement for study activity.** Students have to pass 45 ECTS every year.
- **Late course registration period.** The course registration is still binding but the registration for the exam can be cancelled in the deregistration period.

Furthermore, the SB also agreed on the following changes in the Study Curriculum not related to the revision of the Reform:

- Reintroduction of the rule that students have to pass 90 ECTS before they sign the Thesis Agreement and participate in the *Thesis Seminar*.

- The second and third Thesis Agreement (exam attempt) will take effect from when the student hands in the agreement and not in prolongation of the previous thesis agreement.

The SB also discussed the drop-out statistic and how to improve the rate. SJ informed that CAS had look into the available statistic and apparently it seemed that the drop-out was not in the first year of study. CSJ asked the SB to postpone the discussion of the drop-out rate till the Dean has approved the yearly Programme Report and action plan for CAS (in June). The SB agreed to discuss it on the next meeting.

5. Study Environment Survey

AMF informed about the Study Environment Survey 2016 and informed about the process for the further work with the results of the survey. The number of responses was 27 students and the response rate was 25 percent. The SB discussed the survey. In general the SB found the survey positive, and also found it positive that there was great satisfaction with the administrative support.

Furthermore, the SB noted that the students did not spend many hours on their studies or social activities in relation to the study programme and that the students experienced uncertainty about academic expectations.

The SB discussed what can be done to improve the social environment, also in relation to the fact that the Faculty has decided to reduce the working hours for the CAS student counsellors (from two to one day a week). This means that the counsellor will no longer have the hours to support the work and development of the social environment at CAS. The SB was concerned about the reduction and downgrading of the counsellors and discussed to involve students from previous classes to improve the social environment already from the Study Start. The SB agreed to look into how to improve the social environment and the time students uses on their study.

6. The formation of student groups autumn 2016

On last meeting the SB discussed the formation of student groups for the 1st semester. Since the last meeting, SJ had had a meeting with the lecturer of *Economic Development in Africa*, Henrik Meyer, where they talked about the formation of student groups.

Henrik Meyer suggested that CAS still forms student groups prior the Study Start and he will emphasize the group work in his course and also make sure that there is an opportunity in his course for the students to form new groups for the exam during the semester.

The SB decided that the student counsellors forms student groups prior the semester start, and that there will be allocated time during the course in *Economic Development in Africa* to discuss the groups and create new ones.

7. Course evaluation and evaluation form

SJ informed about the work on revising the course evaluation forms carried out in the working group. The 4 drafts for the evaluations forms (course evaluation forms in Danish and English, evaluation form for internship and fieldwork and evaluation form for theses) have been circulated prior to the meeting.

The SB discussed the forms and asked questions. The SB proposed changes and corrections but the Head of Studies emphasized that as the forms already were approved by the SB for Theology, the SB for CAS could only propose minor corrections.

8. Information on minor issues

a) Statistic on requests to the student ambassador

The SB did not have any comments to the statistic on requests from students at the Faculty of Theology to the UCPH student ambassador.

b) Report on course evaluation for the autumn semester 2015

CSJ informed about the report on course evaluations for the autumn semester 2015. The SB discussed the report and asked questions. It asked to include statistic on how many courses have been evaluated in the report and also asked for a clearer definition of the categories A, B and C.

9. Points of discussion raised on behalf of MA students

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

AMF suggested adding an item on the agenda in the future for the student counsellors where AMF can provide input (update or raise a question to discuss).

10. Next meeting

The SB agreed to meet again in August in week 34. JOX will send a proposal for a date for the meeting.

11. Other business

No other business.