



CENTRE OF AFRICAN STUDIES STUDY BOARD

MINUTES OF THE STUDY BOARD MEETING

Time: Tuesday 23 February 2016, 10-12

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), 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).

Kirsten Busch Nielsen (Dean) (KBN) participated under item 4.

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 19 January were approved.

MBJ suggested that when the SB agrees that a matter or an item should be postponed and discussed on a forthcoming meeting, it must be decided on which meeting (date).

MBJ also suggested that when the chairman and vice-chairman take decisions and consider urgent applications for dispensations and exemptions between meetings, the SB will be notified on the next meeting and it must appear from the minutes under the item 'Applications for dispensations'.

3. Constitution of the new Study Board

Due to the UCPH Election a new Study Board is elected from 1 February 2016. SJ informed about the work in the Study Board in the last period.

Two VIP representatives, Stig Jensen and Karen Lauterbach, were elected, and two new student representatives, Marquis Lee Caldwell and Amanda Nielsen, were elected.

The SB decided that Stig Jensen will continue as chairman and Marquis Lee Caldwell was elected as new vice-chairman.

4. The work of the Study Board

KBN (the Dean) informed about the formal foundation of the work in the SB at UCPH. She informed about the legal documents that constitutes the framework of the work in the SB: the University Act, the Standard Rules of Procedure for the CAS Study Board, the Danish Public Administration Act, the Study Curriculum and General Regulations for the MA programme in African Studies, the Faculty's Policy for the quality assurance of study programmes and the Development Plan for the Faculty.

5. Applications for dispensations, exemptions and credit transfer

- a) One application for exemption from participating in person in the *Thesis Seminar* in the spring semester 2016. The SB decided to ask for a medical certificate and that the chairman and vice-chairman will consider the application when the medical certificate is received.
- b) Two applications for exemption from participating in person in the *Thesis Seminar* in the spring semester 2016. The applications were approved due to that the students are conducting academically relevant activities abroad and on the condition that the students participate in the opponent session on long-distance.
- c) Two applications for dispensation for a 4th exam attempt for the MA Thesis. The applications were approved due to special circumstances.
- d) One application for exemption from the requirement to enroll for courses for 30 ECTS in the spring and autumn semester 2016. The application was partly approved and due to special circumstances the SB grants an exemption for the spring semester 2016 and the students can study part-time (15 ECTS).
- e) One application for dispensation to postpone the re-exam in *Conflict in Africa* to 1 September 2016. The application was not approved as the SB did not find that there were any special circumstances that gave grounds for a dispensation.

- f) One application for late registration for an optional course in the spring semester 2016. The application was not approved as the SB did not find that there were any special circumstances that gave grounds for a dispensation this late after the registration deadline.
- g) One application for final credit transfer of a course (10 ECTS) taken at the Department of Anthropology, UCPH. The application was approved.
- h) One application for 1) exemption from the requirement to enroll for courses for 30 ECTS in the spring semester 2016 and to be allowed to register for 0 ECTS, and 2) dispensation to take *Internship and Field Study* for 10 ECTS in the autumn semester 2016. The application was approved.

6. Evaluation: update from the working group in relation to the procedure for course evaluation

SJ updated on the work in the group. SJ met with Jan Sølberg (associate professor from Department of Science Education, UCPH) and had a discussion. Jan Sølberg has provided input to the process with developing new procedure for course evaluation at the faculty. Especially SJ and Jan Sølberg discussed a pilot-project on mid-term evaluation that they are working on. SJ said that he will invite Jan Sølberg to the next meeting in the SB.

7. Evaluation of courses in autumn semester 2015 and spring semester 2016

Evaluations of courses in the autumn semester 2015

The SB decided to postpone the discussion of the evaluations of courses offered in autumn 2015 to the next meeting (31.3.2016) because there was not much time left at the meeting.

Evaluation of courses in the spring semester 2016

The SB decided that all courses in the spring semester 2016 must be evaluated mid-way and in the end.

8. Study Start evaluation 2015

This item was postponed to next meeting (31.3.2016) because there was no time left to discuss the item.

9. Information on minor issues

a.) Courses spring 2016

SJ informed that there is no news or changes in relation to the courses offered in spring 2016.

b.) Autumn 2016

SJ informed that CAS plans to offer the following courses in the autumn semester 2016:

Compulsory courses:

- *Nature, Population and Society in Africa* (15 ECTS)
- *Economic Development in Africa* (15 ECTS)
- *Thesis Seminar*

Optional courses:

- *Kiswahili I* (7.5 ECTS)
- *NGOs, Human Rights and Development in Africa* (15 ECTS), Karen Lauterbach
- *Helping Africa?* (7.5 ECTS), Stig Jensen
- *Critical development planning* (7.5 ECTS) Amanda Hammar

Furthermore, Amanda Hammar is organizing a summer school 2016 with the title *New Urban Life Across the Globe: Activism and Change in a World of Cities* (7.5 ECTS) in cooperation with Humanities and Social Sciences at UCPH.

Spring 2017

Regarding the planning of courses for the spring semester 2017, SJ encouraged the students to provide input for topics and courses. The SB will discuss it on the next meeting (31.3.2016).

c.) Evaluation of the Teaching at the Faculty in the spring semester 2015

This item was postponed to next meeting (31.3.2016) because there was no time left to discuss the item.

10. Points of discussion raised on behalf of MA students

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

11. Meetings in spring 2016

SJ proposed the following dates for meetings in the SB: 31.3 10-12, 11.5 13-15 and 21.6 13-15. The SB agreed on the dates.

12. Other business

AMF informed that the Study Environment Survey (UMV) is sent to the students and the deadline for response is 18 March. AMF encouraged the students to participate.