

*To the members of*

*CAS Study Board (2017)*

Student Representative Kijoli Sofie Funder Yurary

Student Representative Bente Fonkert

Associate Professor Stig Jensen

Associate Professor Karen Lauterbach



## MINUTES

8 FEBRUARY 2017

**Forum** CAS Study Board

**CENTRE OF AFRICAN STUDIES**

**Meeting held** Friday 3 February 2017, 10-13

FACULTY OF THEOLOGY

**Place** Meeting room 6b-1-36, South Campus

SOUTH CAMPUS

**Minutes-taker** Mette Juhl Vedel

KAREN BLIXENS PLADS 16

DK-2300 COPENHAGEN S

### Present

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Stig Jensen (Associate Professor) (SJ), Karen Lauterbach (Associate Professor) (KL), Kijoli Sofie Funder Yurary (Student Representative) (KFY), Bente Fonkert (Student Representative) (BF), Carsten Selch Jensen (Head of Studies) (CSJ), Maj-Britt Johannsen (Director of Studies) (MBJ) and Mette Juhl Vedel (Secretary of the Study Board) (MJV)

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REF: MJV

### Agenda

#### **Ad 1) Constitution of the new Study Board**

The two VIP representatives, Stig Jensen and Karen Lauterbach, were elected in 2016, rector has appointed the students Kijoli Sofie Funder Yurary and Bente Fonkert as student representatives and Elisabeth Linderod as alternate member.

The Study Board elected Karen Lauterbach as the new Chair of the Study Board and Kijoli Sofie Funder Yurary will continue as Vice Chair.

#### **Ad 2) The work of the Study Board**

MBJ and CSJ went through the rules and the role and work of the Study Board.

**Ad 3) Approval of the agenda**

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The agenda was approved.

**Ad 4) Approval of the minutes from the last SB Meeting**

The minutes from 25 November were approved.

Follow up on item 10: the action plan, which the Study Board has approved of, includes a tutor in the budget in addition to the student counsellor.

On the agenda for the next meeting (cf. the minutes): Course evaluation and Semester Start Survey.

**Ad 5) Urgent applications processed since last meeting**

a) One application for dispensation for registration for the MA thesis before having passed 90 ECTS. The Study Board approved the application with the provision that the student register for the last exam in the re-exam period.

b) One application for dispensation to take the re-exam in Economic Development in Africa as the ordinary exam. The Study Board approved the application due to the special circumstances.

c) One application for dispensation to upgrade an optional course from 7.5 to 15 ECTS. The Study Board did not approve the application since the optional course was only offered as a 7.5 ECTS course.

The Study Board discussion the issues about the optional courses.

**Ad 6) Applications for dispensation, credit transfer and professional master study plan/final project**

a) One application for dispensation to postpone the oral thesis exam with two and a half month. The Study Board did not approve the application, however, granted the student with a dispensation to take the thesis exam as a long distance exam via Skype.

b) Three applications for dispensation to take the thesis exam as a long distance exam. The Study Board approved the application due to the special circumstances.

c) One application for dispensation for extension of the thesis deadline. The Study Board approved the application due to the special circumstances (medical certificate).

d) One application for final credit transfer of three courses (22.5 ECTS), *Development Theory & Practice, Society and Natural Resources, Afrikaans Intensive A*, taken at the University of Cape Town. The Study Board approved the application and the three courses will replace optional courses for 22.5 ECTS.

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The Study Board discussed the criteria for when dispensations may be granted for Skype exam. The Study Board will follow up on this on a coming meeting.

**Ad 7) Corrigendum to the study guidelines for the Professional Master programme**

MBJ informed the Study Board about the changes. The Head of Studies will approve the study plan from now on.

The Study Board approved the corrigendum.

**Ad 8) Exam forms**

CSJ informed the Study Board about the work of reducing the exam forms at UCPH.

A paper of persisting forms and of suggested exam forms at CAS was handed out.

The Study Board discussed the suggestion of exam forms and the Chair will bring the suggestions to the department (CAS).

Subsequently, the Study Board must approve of the exam forms.

It is important to take the revision of the study curriculum into consideration.

KL drew attention to the fact that the approval of the syllabi is time consuming for the teachers.

**Nature, Population and Society in Africa exam**

Seven-day take-home exam is a suggestion for other courses.

The students pointed to the importance of feedback for this exam. It is a possibility to have shorter exam paper and then use the extra time to give feedback.

**Economic Development in Africa exam**

The course may be reduced to a 7.5 ECTS course following the revision of the study curriculum.

The students were not in favour of reducing the exam to be solely an oral exam. A portfolio exam could be a possibility.

**Religion, Culture and Society in Africa exam**

The course may be reduced to a 7.5 ECTS course following the revision of the study curriculum.

An internal censor from outside CAS (AKH) would not be a problem for the exam.

**Politics, Development and Change in Africa exam**

The current exam form is very time consuming.

The suggestion is to let the students choose between participation (precondition) or to write an extended exam paper.

**Kiswahili exam:**

If possible, the external examiner for Kiswahili II must be found in Denmark.

**MA-thesis exam**

CSJ informed about the possible thesis exam forms.

If the thesis exam must remain a written-oral exam, the oral exam must be planned in a fixed week.

The Study Board noted that it could be a problem if the oral thesis exam is planned at the same time as the other exams.

**Ad 9) Discussion on the requirements for being accepted into the CAS-program**

Theology bachelors are not per se admitted to the master in African Studies. However, there is a need for the theology students at the faculty to know that they can apply for the MA Programme. It is a tradition to admit theology students from UCPH.

**Ad 10) Approval of the Head of Studies' course evaluation report (spring 2016)**

There is a problem about students' attendance in the evaluations.

The Study Board suggests integrating the evaluation of courses with the exam submission.

The report was approved by the Study Board.

**Ad 11) The competence profile**

This is an ongoing process in connection to the exam forms.

The competence profile will be discussed with the CAS staff and will be ready for next meeting.

**Ad 12) Approval of courses offered in the autumn semester 2017 and the spring semester 2018 and course descriptions**

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The Study Board approved the courses and the course description for the courses *Africa and Globalisation: Linking and Delinking Practices in Perspective*, *Religion and Development* and *Religion, Culture and Society in Africa*.

**Ad 13) Annual cycle for the Study Board**

The item is postponed to next meeting

**Ad 14) Information on minor issues**

**a. Regarding the move to South Campus**

Discussion regarding practicalities at the new campus.

**Ad 15) Points of discussion raised on behalf of MA students (Student Representatives)**

There is confusion about re-exams amongst the students: When and in what forms the re-exam will be.

**Ad 16) Point of discussion raised on behalf of the student counsellors**

Kijoli Sofie Funder Yurary is the new CAS student counsellor. Anja Mee Foldberg is going on maternity leave and a new maternity cover must be found.

**Ad 17) Point of discussion raised on behalf of the Head of Studies**

**a. Information about Innovation & Entrepreneurship (I&E undervisernetværk)**

Written briefing: Document sent to the Study Board.

**b. Information on thesis**

The Study Board was informed under item 8.

**c. Information on the programme report (quality assurance)**

Postponed to next meeting

**Ad 18) Coming meetings in 2017**

Next meeting: 3 March 9-11

**Ad 19) Other business**  
None

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