

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

3 MARCH 2017

Forum CAS Study Board

CENTRE OF AFRICAN STUDIES

Meeting held 3 March 2017, 9-11

FACULTY OF THEOLOGY

Place Teaching room 6B-0-22, South Campus

SOUTH CAMPUS

Minutes-taker Mette Juhl Vedel

KAREN BLIXENS PLADS 16

DK-2300 COPENHAGEN S

Present

Karen Lauterbach (Associate Professor) (KL), Kijoli Sofie Funder Yurary (Student Representative) (KFY), Maj-Britt Johannsen (Director of Studies) (MBJ), Mette Juhl Vedel (Secretary of the Study Board) (MJV)

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Absent: Stig Jensen (Associate Professor) (SJ), Carsten Selch Jensen (Head of Studies) (CSJ), Bente Fonkert (Student Representative) (BF)

REF: MJV

Please note: Since the Study Board was not legally competent to transact due to number of participants at the meeting, the decision of the Study Board must be approved at the next study board meeting (20.03.17) in order to be valid.

Agenda

1) Approval of the agenda

Item 10 on the agenda (Annual cycle for the Study Board) is postponed to a subsequent meeting. The agenda was approved.

2) Approval of the minutes from the last SB Meeting

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Three names missing on the present list added: MBJ, CSJ and MJV. The minutes were approved.

3) Urgent applications processed since last meeting

- a) One application for dispensation to register for the reexam in *Economic Development in Africa* after the registration deadline was approved due to the special circumstances.
- b) One application for dispensation to submit the exam paper in *Nature, Population and Society in Africa* after the deadline was not approved.

4) Applications for dispensation, credit transfer and professional master study plan/final project

- a) One application for exemption from participating in person in the Thesis Seminar's second opponent session was approved because of the special circumstances.
- b) One application for dispensation to postpone the oral thesis exam due to illness was approved based on the medical certificate.
- c) One application for dispensation to postpone the submission deadline for the final project was not approved.
- d) One application for dispensation to cancel the course registration for Kiswahili II was approved because of the special circumstances.
- e) One application for dispensation to extend the deadline of the thesis was not approved.
- f) One application for dispensation from the requirements for study activity due to maternity leave was approved based on the pregnancy medical record.

5) Course evaluation

Economic Development in Africa

The course evaluation for the course Economic Development in Africa was missing. A focus group must be found (consisting of selected students) because of the missing evaluations. The Study Board decided to carry out an evaluation of the course.

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Nature, Population and Society in Africa

The evaluation shows satisfaction and good evaluations from the responders in general.

The teacher experimented with an evaluation after each session. This was useful for the teacher; however, the students felt that it was too often and was disengaged in the process.

Human Rights and NGO in Africa:

The evaluation shows satisfaction and good evaluations from the responders in general.

The students were pleased with the involvement of various lecturers and thereby different expertise.

The group of students were very dynamic with a high level of commitment.

Critical Development Planning and Policy

The evaluation shows satisfaction and good evaluations from the responders in general.

The students evaluated the student participation and interaction as being very high in this course.

Kiswahili I

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The evaluation shows satisfaction and good evaluations from the responders in general.

A summary from the teacher was missing.

Thesis Seminar:

The evaluation shows satisfaction and good evaluations from the responders in general.

A thesis seminar is important since it provides the thesis process with some kind of structure.

Because of the low number of participants in the autumn semester, the seminar was more a form of group supervision.

Thesis:

Very few evaluations submitted.

The Study Board discussed how to receive more evaluations from students.

It is important that the students submit the evaluations before the thesis exam. This must be made clear at KUnet and the supervisors must be informed (via the e-mail from the administration) about making the students aware to submit the evaluations.

External lectures:

The evaluations show that a certain involvement from external lecturers contributes positively with putting into perspective.

It works particularly well when the guest lecturers link to the overall theoretical focus of the course.

Student participation:

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The teachers bring forward the issue that not everyone is prepared for class. It is difficult to teach both kind of students – the well prepared and the less prepared. Especially when working in groups.

It is a good idea to talk openly about the issue with the students.

6) Semester Start Survey

This item is postponed. The Student counselors will look at the survey for the meeting in May.

7) Approval of supplementary course descriptions:

- a) Critical Development Planning and Policy: Africa Focus was approved.
- b) Human Rights and NGOs in Africa was approved.

8) Working group on drop-out rates and graduate unemployment

The item is postponed to next meeting.

9) Placement of the MA thesis

The thesis has to be submitted by 30 June in order for the students to finish in time. This means that the students must start writing the thesis before the start of the semester if they are given six months.

The implementation of the new thesis forms has been postponed. It is suggested that they will be implemented in the academic year 20018-19.

Out of three forms, the faculty suggests one of the forms: that the thesis is submitted in the final semester.

The Study Board finds it problematic that the students will have to start when they are doing an internship and actually cannot start. They in fact are only given four months for writing the thesis. The Study Board expects that students will be delayed due to this and a second and third thesis attempt will be used.

The Study Curriculum is under revision and it is expected to be finished for the academic year 2018-19 when the new thesis form is implemented.

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The Study Board supports that the thesis is placed in the final semester.

10) Annual cycle for the Study Board

The item was postponed.

11) Points of discussion raised on behalf of MA students (Student Representatives)

a) Regarding the move to South Campus

MBJ informed about a student meeting with the dean about the move to South Campus (in connection with CAS teaching).

The student representatives noted that it can be a problem that the doors inside the faculty close at 16:00.

12) Point of discussion raised on behalf of the student counsellors (MBJ)

a) Information about the elective studies day (tilvalgsdag) on 7 March.

b) Information about Open House for international MA students at the Faculty of Social Sciences where CAS participated. About 20 people showed up.

13) Point of discussion raised on behalf of the Head of Studies (MBJ)

a) Approval of an annual course evaluation report from the Head of Studies

The Study Board approved that the course evaluation report from the Head of Studies comes only once a year.

b) Management report (Ledelsesrapport)

The report does not distinguish MA programmes from Bachelor programmes.

The duration of study at the Faculty is still the longest on the entire UCPH – both for BA and MA.

The number of ECTS credits has increased. However, further work with the duration of study is required.

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c) Information on the programme report (quality assurance)

A new report must be made this spring. This will be on the agenda for a Study Board meeting in May. It will be a smaller programme report (uddannelsesredegørelse).

14) Other business

MBJ noted that the Study Board must discuss the Skype exam on a later meeting.