

To the members of
CAS Study Board (2020)
Student Representative Georgina Nabwire Mwachiru
Student Representative Ra-Iey Samson Bobosha
Associate Professor Stig Jensen
Associate Professor Karen Lauterbach



MINUTES

03 FEBRUARY 2020

Forum CAS study board

Meeting held Monday 3 February 2020; 12.30-14.30

Place 6B-0-36

Minutes by Stephan Reinemer

**THE STUDY BOARD AT THE CENTRE
FOR AFRICAN STUDIES**

KAREN BLIXENS PLADS 16
2300 KØBENHAVN S

DIR 45 35 33 14 42

Present:

Student Representative Georgina Nabwire Mwachiru
Student Representative, Vice-chair, Ra-Iey Samson Bobosha
Associate Professor, Chair, Karen Lauterbach
Head of Studies Carsten Selch Jensen
Director of Studies Maj-Britt Johansen
Board Secretary Stephan Reinemer

studyboard@teol.ku.dk
www.teol.ku.dk/cas/

1) Approval of the agenda

Agenda was approved and the board

2) Constitutive meeting: election of chair and vice-chair

The board elected Karen Lauterbach as Chair and Ra-Iey Samson Bobosha as Vice-chair

3) Approval: Minutes from the last study board meeting (annex 1)

The Board decided for the future to have a short status of decisions made on last meetings.

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The minute from last meeting was not approved. The Chair will edit and send to the secretary for approval on next meeting.

4) Urgent applications processed since last meeting:

One preapproval for course on KU

One approved prolonged deadline for thesis.

Two approved exemption to write thesis before completion of all other courses - the Board decided upon a lenient stand for similar application.

5) Approval: Applications for dispensation and credit transfer (hand out)

One application for continuation of studies and exemption from study activity requirements.

The board discussed the case. The board did not find any exceptional circumstances and could not approve.

One application for further exam attempts (4th)

The board discussed and approved a 4th attempt and exemption from deadline for exam registration.

6) Approval: Course evaluation report from the previous academic year by the Head of Studies (annex 2)

Head of Studies presented the evaluation report, which hold no surprises. The Board approved of the report.

7) Approval: Draft letter in a reply to letter from students (annex 3)

The Chair presented the case ahead of a general discussion in continuation of the student letter and discussion of last meeting. The board agreed that the students made a good case with relevant points of interest. The board discussed the setup of the course in case, debated whether it was very different from the other courses and if major changes should be made.

The Board decided to suggest to the course coordinators to consider if three teachers is too many, and if the course needed a special setup. The Board discussed the draft letter and approved it as answer.

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8) Approval: Implementation of the new thesis model (annex 4a & 4b)

Director of Studies, Maj-Brit Johannsen, presented the new dates for the final thesis. The deadlines have been changed for all student at KU. The board approved of the dates, and the process for informing the students of the new rules.

9) Discussion: Participation in Open House at SAMF

CAS has been invited again this year. Karen has agreed to participate and hopes other academic staff will join.

The material for the presentation must be updated. Participation from the student counselors will also be appreciated.

10) Information on minor issues

The board decided for the coming revision of the Study Curriculum, to discuss the rule, that a student can only register for the Thesis, if 60 ECTS has been passed and there is registration for the last 30 ECTS. The Study Board secretary will keep a note of this and coming discussions for coming changes to curriculum.

11) Point of discussion raised on behalf of the Head of Studies (CSJ)

- Management information October 2019 (annex 5)

The Head of Studies presented the paper. He pointed out the completion times (Thesis) for MA-students which leaves room for improvement.

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

No points of discussion was raised

13) Point of discussion raised on behalf of the student counsellor

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No points of discussion was raised

14) Other business

15) Applications for exemptions processed since last meeting

- a) One application for exemption to extend the deadline of the thesis was approved based on study progress and a view of the proportionality of the burden added by a refusal.
- b) One application for exemption to extend the deadline of the thesis was approved based on the submitted medical certificate.
- c) One application for leave of absence was approved based on the submitted medical certificate.
- d) One application for exemption to extend the deadline of the thesis based on the submitted medical certificate.

16) Applications for pre-approval processed since last meeting

- a) One application for pre-approval from University of Copenhagen was approved. The course "After Migration: Re-imagining Identities, Histories and Belonging" udløser merit for to valgfag af 7.5 ECTS (total: 15 ECTS).

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