

To the members of
CAS Study Board (2018)
Student Representative Georgina Nabwire Mwachiru
Student Representative Joseph Curran
Associate Professor Stig Jensen
Associate Professor Karen Lauterbach



MINUTES

26 NOVEMBER 2018

Forum CAS study board

Meeting held Monday 26 November 2018; 13:30-15:30

Place 6B-0-36

Minutes-taker Mette Juhl Vedel

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

SOUTH CAMPUS
KAREN BLIXENS PLADS 16
2300 COPENHAGEN S

Present

Student representative Georgina Nabwire Mwachiru, student representative Louise Kaas Hvalsøe, associate professor Stig Jensen, associate professor Karen Lauterbach, director of studies Maj-Britt Johannsen, secretary of the study board Mette Juhl Vedel and Research communication officer and webmaster Alice Petersen (from 14:30).

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ard/

REF: MJV

Agenda

Ad 1) Approval of the agenda

Alice Petersen will join the study board at 14.30 for the item 6 about student recruitment.

The agenda was approved.

Ad 2) Approval of the minutes from the two last study board meetings

The minutes from the two meetings were approved.

Ad 3) Urgent applications processed since last meeting

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- a. One application for exemption from the 75 % attendance rule in the course Introduction to African Studies was approved due to special circumstances.

Ad 4) Applications for dispensation and credit transfer

- a. The study board decided not to approve an application for dispensation to change the registration for field study from 22.5 to 15 ECTS since there were no special circumstances.
- b. The study board decided to approve an application for dispensation to register for NPS in the winter exam registration because of special circumstances.
- c. The study board decided not to approve an application for exemption from the rule to take the MA thesis exam as the final part of the MA programme since the student were missing too many exams in the spring semester.
- d. The study board decided to approve an application for dispensation to register for EDA in the winter exam registration since this was the students' final exam.
- e. The study board decided to approve an application for dispensation to postpone the thesis deadline due to illness based on a medical certificate.
- f. The study board decided to approve an application for dispensation to prolong the enrolment of professional master studies since the student will finish the studies next semester.
- g. The study board decided to approve an application for dispensation to register for the compulsory courses at CAS from a credit student since the student wish to register for a whole semester at CAS.
- h. The study board decided to approve an application for exemption from the rule to take the MA thesis exam as the final part of the MA programme since the student was only missing one exam.
- i. The study board discussed an inquiry about credit transfer from an old programme. Most of the old programme may be

credit transferred to the MA in African Studies; however, the study board must consider this if the student applies for enrolment. The thesis cannot be credit transferred.

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Ad 5) Discussion: Process of course evaluation for the spring semester

Thesis evaluation:

A high number of students have participated in the thesis evaluation. The director of studies will examine how many students submitted their thesis in the spring semester in order to determine the response rate.

The thesis supervisors send the evaluation forms to the students individually, which might not be the most efficient process.

Internship and Field Study:

We have only received two evaluations.

From next year, the students will submit reports along the way, and therefore, the students will interact more with their supervisor.

Course evaluations in general:

The response rate is a bit low in some courses; however, generally, the course evaluations are very good; the Kiswahili II evaluation is especially good.

Focus point:

The students are generally expressing that they find it difficult to read the assigned literature. The study board recommends a workshop about study planning and reading (possibly from TEACH).

The teacher group at CAS will discuss the course evaluations.

Ad 6) Discussion: Student recruitment (Alice Petersen)

The recruitment issue is part of the international strategy. Alice Petersen informed about the various actions regarding student recruitment. The study board commented on the actions.

Alice handed out a new one-pager that will probably replace the old folder about African Studies.

The website: studies.ku.dk

The website is being revised in order to become more tablet friendly. The front page is being changed and will focus more on the career issue. There will be new career profiles and the website will focus on African Studies as an area studies – the focus must not solely be that University of Copenhagen is a good place to study African Studies. The website needs to clarify “Global” even more and there should be a career profile that does not work with anything Africa related.

More active marketing

There is opportunity to market on Facebook or LinkedIn. Moreover, there is an opportunity of niche marketing if we identify the target group. It is not possible to say where most applicants come from, as it is very scattered. We may ask the current students and see if there is anything recurring.

The study board discussed the possibility of marketing on LinkedIn. There seems to be no resources in the teaching group to start anything up. However, if it is set up by the administration and the teachers afterwards are able to post on LinkedIn by using an institution profile (and not a personal profile) it might work.

The Open House at Faculty of Social Sciences:

Relatively few people are attending and the event should be advertised better for potential African Studies students.

Ad 7) Appointment of a subcommittee in regards to the course evaluation for the autumn semester

The item was postponed until next meeting.

Ad 8) Information on minor issues

a. Prorector visiting in the spring 2019

The study board will agree on new meeting dates for the next semester by email. The first meeting in the new semester will be in February. Monday afternoon is a good day for the meetings in the spring.

Ad 9) Points of discussion raised on behalf of MA students (Student Representatives)

There have been problems with access with ID-cards. The director of studies will contact service desk about this.

Ad 10) Point of discussion raised on behalf of the student counsellor

Nothing came up.

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

Nothing came up.

Ad 12) Other business

Nothing came up.

Ad 13) Written information

- a. The student ambassador's newsletter for third quarter of 2018 <https://student-ambassador.ku.dk/newsletter/>
- b. Legal basis and political initiatives concerning selection criteria for admission at master's programmes