

To the members of
CAS Study Board (2019)
Student Representative Georgina Nabwire Mwachiru
Student Representative Joseph Curran
Associate Professor Stig Jensen
Associate Professor Karen Lauterbach



MINUTES

27 AUGUST 2019

Forum CAS study board

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

Meeting held Tuesday 27 August 2019; 10-12

Place 6B-0-22

SOUTH CAMPUS
KAREN BLIXENS PLADS 16
2300 COPENHAGEN S

Minutes-taker Mette Juhl Vedel

Present

Karen Lauterbach (chair, associate professor), Stig Jensen (associate professor), Maj-Britt Johannsen (director of studies), Georgina Nabwire Mwachiru (student representative) and Mette Juhl Vedel (secretary).

DIR +45 35323601

studyboard@teol.ku.dk
www.teol.ku.dk/cas/about/study_board/
ard/

REF: MJV

Agenda

Ad 1) Approval of the agenda

The study board approved the agenda.

Ad 2) Approval of the minutes from the previous study board meeting

The study board approved the minutes.

Ad 3) Urgent applications processed since last meeting

- a. The study board decided not to approve an application of credit transfer from MSc Program in Accounting and Financial Management from Stockholm School of Economics since the courses were not close related to African Studies.
- b. The study board approved an application of credit transfer to the professional master programme. The course "Nature,

Population and Society in Africa" (15 ECTS) will be included in the education. The courses "Modern Conflict, War and Mass Violence in Africa" (10 ECTS) and "Helping Africa?" (10 ECTS) will be credit transferred to *Thematic course* (15 ECTS).

- c. The study board decided to approve an application for preapproval of credit transfer. The course "Introduction to Anthropology" (15 ECTS) from Department of Anthropology, University of Copenhagen, can be credit transferred to *Thematic course* (15 ECTS).
- d. The study board decided to approve an application for dispensation to reduce the study activity requirement in spring 2019 due to special circumstances.
- e. The study board decided to approve an application for dispensation to postpone the thesis deadline due to special circumstances.
- f. The study board decided to approve an application for dispensation to register for the thesis after the registration deadline due to study progression.

Ad 4) Applications for dispensation and credit transfer

- a. The study board decided to approve an application for dispensation to register for the *Project-based module (Internship)* without having followed the course *Advanced Research Methods* and having submitted the proposal for the Internship. Furthermore, the study board granted the student with an exemption from the rule that the compulsory courses and elective components must be taken in the established order.

Ad 5) Discussion: Feedback to students

The faculty must implement feedback for students in the teaching from 2020. It is therefore important to mark the type of feedback for each course on the course descriptions. This information must be ready in February 2020.

Ad 6) Discussion: Implementation of the new thesis model

The thesis start dates, the submission deadlines and the assessment deadlines are all fixed and are common dates at UCPH.

The two study boards at the faculty must agree on registration deadlines – when must the students complete the thesis contract?

The Study Board of Theology has suggested the dates January 2nd for the spring semester and June 1st for the autumn semester.

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The Study Board at the Centre of African Studies suggests December 1st and agrees on June 1st.

The study board emphasises that with the suggested date 1st December, the students are able to get in contact with their supervisor right up to the registration deadline, which is not the case with the date 2nd January. In addition, the 1st December is the deadline for registering for regular courses in the spring semester and it matches the registration deadline for the thesis in the autumn semester.

The Study Board of Theology will discuss the suggested date for thesis registration for the spring semester at their next meeting.

The thesis length will be reduced to 100,000-150,000, and the list of literature will be reduced to 1,800-2,800. The assessment criteria should be the same, however, the expectation from the examiner and external examiner should be reduced.

Ad 7) Information and discussion: UMV results (AMF)

The director of studies went through the action plans. The action plans are a proposal for both study boards. Nothing new has come up after going through the free-text responses.

The study board had the following comments to the action plans:

- Notes to action plan number 1: There is a desire for more seating places at the "CAS vandhul" and a dining table (instead of a sofa group) with chairs all around.
- Notes to action plan number 3: Regarding reading places - there may be issues about to which buildings and hallways the student ID cards work.
- Notes to action plan number 10: Communication channels must be clearly communicated to the students at the start of the study (previous year's action plan).

Ad 8) Discussion: Selection criteria

The teacher group has discussed whether work experience should not be a part of the selection criteria. They agreed that it should not be selection criteria. Therefore, the study board decided to keep the selection criteria as they are.

Ad 9) Discussion: Action plan in the education area

There was no need to make changes to the action plan.

Ad 10) Information on minor issues**a. New model of reviewing the study information at Kunet**

Linguistic slips or ambiguities of a linguistic nature must be reported to Anja Mee Foldberg. If there any ambiguities of an administrative nature this must be reported to Anja as well.

The teacher group will review the pages of academic character:

- [Research-based teaching](#)
- [Teaching methods](#)
- [The academic profile](#)

b. Revised Master's Admission Order

For written information.

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

- a. This week was the study start week. There are 27 new CAS students and 22 has signed up for the intro days so far.
- b. CopyDan has appointed on a CAS course for examination.

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

Nothing came up.

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

Nothing came up.

Ad 14) Other business

- a. It would be good to have some written material on what it means to write a thesis. Some students may not attend the thesis seminar because this starts early and therefore lacks information. The supervisors could send links to or somehow make the students aware of the material from KUnet.
- b. Curriculum revision: Minor changes must be in place before the teaching requisition. This will be on the September meeting agenda.