

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

11 MARCH 2019

Forum CAS study board

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

Meeting held Monday 11 March 2019; 13:30-15:00

Place 6B-0-36

SOUTH CAMPUS
KAREN BLIXENS PLADS 16
2300 COPENHAGEN S

Minutes-taker Mette Juhl Vedel

Present

Karen Lauterbach (chair, Associative Professor), Stig Jensen (Associative Professor), Georgina Nabwire Mwachiru (vice chair, student representative), Joseph Curran (student representative), Louise Kaas Hvalsøe (student representative), Maj-Britt Johannsen (director of studies), Carsten Selch Jensen (head of studies), and Mette Juhl Vedel (secretary). Sarah Teresa Schøller (student counsellor) present from item 10.

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ard/

REF: MJV

Agenda

Ad 1) Approval of the agenda

The study board approved the agenda.

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

The study board approved the minutes.

Ad 3) Urgent applications processed since last meeting

- a. One application for dispensation to register for the re-exam in Internship and Field Study after the registration deadline was approved, since the registration period for the re-exam was prior to the submission deadline and since the

application was sent immediately after the submission deadline.

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- b. One application for dispensation to register for a course after the late registration period was not approved since there was no special circumstances. However, the student can register for the exam in the exam registration period.

Ad 4) Applications for dispensation and credit transfer

- a. The study board discussed an application for a fifth exam attempt. The study board decided to ask the student for documentation for special circumstances before coming to a decision.
- b. The study board decided to approve an application for dispensation to take the exam in *Nature, Population and Society in Africa* in the summer exam period, since the student is only missing this one exam besides the thesis.
- c. The study board decided to approve an application for dispensation to pay for a course (under Open University) after the course has finished, and the student has followed and passed the course.

Ad 5) Approval: Course descriptions and teaching requisition

The study board approved the teaching requisition and the new course description for the courses *Citizenship and Change in Africa* (autumn semester 2019) and *Religion, Popular Culture and the Media* (spring semester 2020). The study board had some comments on some of the chosen feedback that had been marked, therefore, the teachers will discuss this in the teachers group before the type of feedback is published on kurser.ku.dk.

The teacher group subsequently decided to exclude feedback from the course descriptions this time.

Ad 6) Discussion: Process of course evaluation from the autumn semester 2018

The teacher group had discussed the course evaluations from the autumn semester 2018 at a meeting the week before. The *Kiswahili I* course evaluation was missing.

The course evaluation in general

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Overall, the response rates were high and the evaluations were very positive.

The courses Economic Development in Africa, Introduction to African Studies, Nature, Population and Society in Africa, Religion and Development, Africa and Globalisation as well as Internship and Field Study and thesis supervision have been evaluated.

Focus points:

Since the process is individual and depends on supervisors writing separate emails to students, the evaluations from Internship, Field Study and thesis supervision were not always easy to get. The study board discussed the possibility for other ways of evaluating.

The study board discussed the few difficulties in the new and the changed courses in the programme. The teacher group and the study board will remain aware of these difficulties in the future.

Ad 7) Discussion: Course evaluation cover letter and forms for the coming course evaluation

The study board approved the cover letter and the forms. In the spring semester 2019, the study board will not evaluate the Thesis Seminar separately since questions about the seminar is included in the thesis evaluation form.

The chair informed the study board that the course evaluation forms will be revised later on. The study board discussed the revision of the forms, and that the course evaluation does not necessarily has to be a form to fill out – it could be free written or oral feedback instead. It would in any case be good to have fewer questions since the students already have an opinion about the courses beforehand.

Ad 8) Discussion: Feedback to students

The project and the process of feedback to students will be on the agenda on a Head Collaboration Committee (Hovedsamarbejdsudvalg, HSU) meeting. Afterwards the material will be revised and sent to the faculties. Therefore, the item will be on the agenda on a meeting later in the semester.

Ad 9) Discussion: Exam statistics – summer exams 2018

From now on, the exam statistics from the summer and autumn exams will be on the agenda when the Head of Studies' course evaluation report is on the agenda.

The study board would like to add two columns to the exam statistic scheme for next time: (1) how many students participated in the exam and (2) the average grade from the previous years.

Ad 10) Discussion: Framework for the new thesis model

The length of thesis writing is reduced from six to four months. The teacher group would like to reduce the thesis length to 100,000-150,000, and the list of literature should 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 – information should go out to the external examiner.

It is important that the thesis is not reduced to an extended essay. A part of the advanced research course is to get the students to think about the thesis. Internship and Field Study could start the process as well.

The head of studies suggested that the upper level of the thesis length is kept as it is.

This will be followed up on. The concerns must be pointed out to the pro-rector.

Ad 11) Information on minor issues**a. The graduation ceremony**

The ceremony went very well. The Dean and the Director of the Centre of African Studies spoke to the graduates. The ceremony will be repeated next year.

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

A student had asked Karen for the possibility of a homework café (lektiecafé) or somewhere to meet outside classrooms.

Louise Kaas Hvalsøe wanted to know about the possibility to have a Student Exhibition similar to the one held last year, where students can share experience about internship and field study with other students.

The chair asked the student counsellor to organise something, where students can share their experiences and engage with each other. This might be on the agenda for next meeting.

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

a. Information on completed and upcoming events

(Planning Your Third Semester, Open House for Master Study Programmes at SAMF, Credit Transfer Studies Bazaar at HUM, Career Day)

Lorelei Trisca held the event *Planning Your Third Semester*. Stig Jensen and Amanda Hammar and two students, who had been away, participated. About 20 students showed up. Overall, it was a good, informative event. The students is asking for more student presentations.

At *Open House* at Faculty of Social Sciences Sarah Schøller, Karen Lauterbach and Jacob Worsøe participated. Seven students showed up for the first round and four students showed up for the second round. Most students were students at RUC. Previously, the Open House was for all of the programmes at the Faculty of Social Sciences. This year only African Studies and Global Development participated. Therefore, it could be a possibility to have it here instead.

Upcoming event: *Credit Transfer Study Bazaar* at Faculty of Humanities together with Theology and the Religious Roots of Europe on 14 March.

Upcoming event: *Career Day* on 3 May for four hours between 13-17. Sarah is working on the programme for the day, where there will be several presentations by different people. Since it is a long day, it could be a good idea to have a workshop as previously or networking at the end of the day.

Ad 14) Point of discussion raised on behalf of the Head of Studies (CSJ)

Nothing came up.

Ad 15) Other business

Nothing came up.

Ad 16) Written information

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- a. The student ambassador newsletter for fourth quarter 2018