

REFERAT Studienævn for Kommunikationsfagene d. 23-04-2024

Mødedato Tirsdag d. 23. april 2024 kl. 13:30

Mødested 40.1.27

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Punkt 1: Approval of the agenda (2.min.)

Study Board for the Communication Programmes
Board meeting April 23rd
Room 40.1.27

Agenda

4/2024

Approval of the agenda (2 min.)

Approval of last meeting's minute (2 min.)

appendix number 04.24.17

Closed agenda - separate agenda and appendices (ca. 15 min.)

Student applications

Decision items (60 min.)

Approval of action plans in the head of study reports for Media and Communication and

Communication

appendix number 04.24.18.

The head of study report includes an action plan for the upcoming academic year's work for the individual education. The action plan must contain operational goals, concrete actions, and time indications for the implementation of the actions. The plan must be approved by the study board.

Approval of the curriculum determined part of the activity descriptions on basis of excel extracts from

Education and Students

appendix number 04.24.19.

The board must approve the following:

- *Assessment criteria*

- *Full-time declarations*

- *Organization and effort (ECTS declarations)*

- *Indication of number of participants for elective courses*

In the past, the board has decided to have a special focus on the assessment criteria.

If the study board has made any corrections, course responsible teachers and head of studies must make changes in study.ruc.dk before May 8th.

Overview of delegations

appendix number 04.24.20

The study board has decided to attach the board's delegations as an appendix to the agenda once a year in February. However, the overview is postponed until April, as the board is awaiting input from Education and Students. As the delegations have not been revisited for the last constitution, they will not only be presented, but also put to a vote at the board meeting.

Is there a need for another weekday for the study board meetings?

appendix number 04.24.21

Currently, the meetings are placed in the teaching-free period on Wednesday afternoons. The board must discuss if the meetings should be planned another day.

Discussion items (40 min.)

Evaluation of the project formation process

“Tour de table” among VIP- and student representatives

The study environment tutor role at the subject modules

appendix number 04.24.22

The study environment tutors would like to engage in a dialogue with the study boards and head of studies, to discuss how to support the study environment on the subject modules.

Orientation items (10 min.)

The departments educational report

appendix number 04.24.23

The Deputy Dean writes the report on basis of the head of study reports. The Deputy Dean has sent the report to Rector on April 17th.

The DCA Study Environment Committee

appendix number 04.24.24

The Department management considers abolishing the DCA Study Environment Committee. The DCA Education Committee supports this. The Department management will consult the study boards about this, and consequently the study boards can speak if they have any objections.

Announcements from Head of studies and student representatives (5 min.)

Announcements can be given under the item.

Any other business (2. min.)

Written orientation on upcoming agenda items at the next meeting according to the ‘annual wheel’

- The board revisits the implemented revisions in the curriculum determined part of the activity descriptions on basis of excel extracts from Education and Students
- NB: The board postpones the discussion of the censor reports and censor evaluations until June.

Please report your cancellation to the secretary

Punkt 2: Approval of last meeting's minute (2. min.)

Bilag

Appendix number 04.24.17 Åbent referat af SN-møde SN for Komm.uddannelserne 20.marts 2024 - til godkendelse i SN.pdf

Punkt 3: Approveal of the agenda

**Study board meeting April 23rd. Study board for the Communication
Programmes**

Closed agenda

4/2024

Approval of the agenda
Approval of last meeting's minute
Student application

appendix number 04.24.04A
appendix number 04.24.04B

Punkt 4: Lukket

Punkt 5: Lukket

Punkt 6: Approval of action plans in the head of study reports for Media and Communication and Communication

The head of study report includes an action plan for the upcoming academic year's work for the individual education. The action plan must contain operational goals, concrete actions, and time indications for the implementation of the actions. The plan must be approved by the study board.

Bilag

Appendix number 04.24.18 Studielederrapport for Media and Communication 2024.pdf

Appendix number 04.24.18 Studielederrapport for Kommunikation 2024!.pdf

Punkt 7: Approval of the curriculum determined part of the activity descriptions on basis of excel extracts from Education and Students

The board must approve the following:

- Assessment criteria
- Full-time declarations
- Organization and effort (ECTS declarations)
- Indication of number of participants for elective courses

In the past, the board has decided to have a special focus on the assessment criteria.

If the study board has made any corrections, course responsible teachers and head of studies must make changes in study.ruc.dk before May 8th.

Bilag

Appendix number 04.24.19 Sagsfremstilling - Godkendelse af study.ruc.dk for efteråret 2024 og foråret 2025.pdf

Appendix number 04.24.19 Aktivitetsbeskrivelser E2024 og F2025.xlsx

Punkt 8: Overview of delegations

Sagsindstilling fra SN-formand:

Uddannelse og Studerende arbejder p.t. på at understøtte en mere systematisk og transparent delegationspraksis i studienævnene. Dette arbejde forventes at foregå i løbet af efterår 2024, således at der kan foreligge en fuld oversigt over delegationer til godkendelse på SNs konstituerende møde i februar 2025. På den baggrund indstiller forperson til følgende.

- Indtil den kommende afklaring delegeres der ikke længere afgørelseskompetence til studieledere. På de eksisterende delegationer (kvalitetssikring af den ikke regelorienteret del af aktivitetsbeskrivelse, lukning af valgkurser, korrektioner af undervisningsudbud) skifter SN dermed praksis til, at SL indstiller til godkendelse i nævnet, ved tidspres via formandskabsafgørelse.
- Eksisterende delegationer til Uddannelse og Studerende fortsætter.
- Godkendelse af praktik, som er p.t. delegeret til forperson, delegeres til Uddannelse og Studerende, på basis af indstilling fra praktikansvarlig

”

Bilag

Bilag udgår af dagsordenen

Punkt 9: Is there a need for another weekday for the study board meetings?

Currently, the meetings are placed in the teaching-free period on Wednesday afternoons. The board must discuss if the meetings should be planned another day.

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Appendix number 04.24.21 Struktur for udvalgs møder.pdf

Punkt 10: Evaluation of the project formation process

“Tour de table” among VIP- and student representatives

Punkt 11: The study environment tutor role at the subject modules

The study environment tutors would like to engage in a dialogue with the study boards and head of studies, to discuss how to support the study environment on the subject modules.

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Appendix number 04.24.22 - Rammesætning af punktet.pdf

Punkt 12: The departments educational report

The Deputy Dean writes the report on basis of the head of study reports. The Deputy Dean has sent the report to Rector on April 17th.

Bilag

Appendix number 04.24.23 Institut uddannelsesrapport 2024 IKH.pdf

Punkt 13: The DCA Study Environment Committee

The Department management considers abolishing the DCA Study Environment Committee. The DCA Education Committee supports this. The Department management will consult the study boards about this, and consequently the study boards can speak if they have any objections.

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Appendix number 04.24.24 Studiemiljøudvalget (bilag fra IKH-UDDU's seneste møde).pdf

**Punkt 14: Announcements from Head of studies and student representatives
(5 min.)**

Announcements can be given under the item.

Punkt 15: Any other business (2. min.)

Punkt 16: Written orientation on upcoming agenda items at the next meeting according to the ‘annual wheel’

The board revisits the implemented revisions in the curriculum determined part of the activity descriptions on basis of excel extracts from Education and Students

- NB: The board postpones the discussion of the censor reports and censor evaluations until June.

Punkt 17: Godkendt referat

Bilag

Referat af SN-møde Komm.fagene 23.april 2024- godkendt i SN.pdf