

REFERAT Studienævnet for Internationale Studier d. 26-02-2025

Mødedato Onsdag d. 26. februar 2025 kl. 12:00

Mødested 14.2-023

Indholdsfortegnelse

Members present.....	3
Approval of the agenda.....	4
Approval of last month's minutes.....	5
Status on study start.....	6
Change in practice regarding extended time for projects and thesis.....	7
Approval of annual cycle (12:15 - 12:20).....	8
Qualitative Interview Methods - complaint process (12:20 - 12:30).....	9
Revision of RUC's disciplinary rules (12:30 - 12:40).....	10
Admission analysis (12:40 - 12:50).....	11
Lukket.....	12
Students item: Follow up on thesis discussion (13:05 - 13:15).....	13
Lukket.....	14
Any other business (13:55 - 14:00).....	15

Punkt 1: Members present

Beslutning

Present:

VIP

Johan Fischer (chair)

Thomas Paster

Paul Austin Stacey

Student representatives

Sophie Loipersheimer (vice-chair)

Liliana Calisto (until 13:00)

Paula Kunz

Head of Studies

Markus-Michael Müller (GDS) (online)

Sune Haugbølle (IS)

Laust Schouenborg (IPG)

Absent with notice:

Line Engbo Gissel

Lone Riisgaard

Sofie Würtz

Punkt 2: Approval of the agenda

Nomination:

The board is asked to approve the agenda.

Beslutning

The agenda was approved without comments.

Punkt 3: Approval of last month's minutes

Nomination:

The board is asked to approve the minutes from the meeting in January and the constitution meeting in February.

Appendices:

- Minutes from January meeting
- Minutes from February constitution meeting

Beslutning

The minutes were approved without comments.

Bilag

January 2025.pdf

February constitution 2025.pdf

Punkt 4: Status on study start

Nomination:

The study board is asked to inform themselves of the feedback on the study start summarized by ISE's educational coordinator for MA study environment.

Appendix:

- Study start on GDS F25

Beslutning

The board thanked for the orientation on the study start for GDS. The study start went well, with a strong program, especially on the first day. However, it was noted that the schedule was a bit intense and packed. There were also issues with overlap with the foundation course, and it is hoped that a solution can be found for future study starts. Head of studies noted it for future planning.

Concern was raised regarding the lack of disability access. The board emphasized the importance of ensuring accessibility for all students. A suggestion was made to reach out to new cohorts to identify any accessibility challenges and, if needed, rearrange room assignments accordingly.

Bilag

MA study start GDS.pdf

Punkt 5: Change in practice regarding extended time for projects and thesis

Nomination:

The board is asked to take note of the change in practise regarding extension of hand in time for students with disabilities.

Background:

Message from Martin Stampe Noer, head of Educational Law and Planning:

"Dear study boards and heads of studies

There have long been discussions in the individual study boards - most recently among others in HUMBACH - about whether it is appropriate to grant 14 days extended time as standard practice for project exams (hand-ins) (including bachelor's projects and master's theses) for applications from students with disabilities.

US has therefore been in dialogue with the vice-deans and it has been decided that extended time is no longer 'automatically' granted for projects and master's theses. As stated in the attached memo, this tightening is partly to ensure more equal treatment of students and to avoid lowering the academic level of the exams.

Agreements/contracts already entered into will of course remain in force if the student so wishes.

However, it should be noted that it is the Study Boards that have the power of decision in these cases. If the Study Board in a specific case finds that there are sufficient grounds for an extension, the Study Board can of course make such a decision.

If you have any questions about the case, you are very welcome to contact me.

I wish you all a very good weekend.

Many greetings

Martin Stampe Noer

Martin Stampe Noer
Head of Educational Law & Planning"

Appendix:

- Memo on change in practice (in danish)

Beslutning

The board took note of the change in practise.

Bilag

Notat om praksisændring vedr. forlænget tid til projekter og specialer.pdf

Punkt 6: Approval of annual cycle (12:15 - 12:20)

Nomination:

The study board is asked to go through the attached overview of agenda items for the meetings this upcoming year and formally approve the overview.

Appendix:

Annual cycle

Beslutning

The board approved the annual cycle without comments.

Bilag

Annual cycle for the study board, 2025-2026, EN (3).docx

Punkt 7: Qualitative Interview Methods - complaint process (12:20 - 12:30)

Nomination:

The board is asked to discuss and decide whether to advance this case further, and if so; how and who will take the lead.

Background:

The exam complaint case on Qualitative Interview Methods has been discussed for several meetings, latest in January, where it looked at the most recent reply from the legal team.

The board expressed frustration with the handling of the issue and emphasized the need to push for action and reach out at an early stage in similar cases. A key concern was that systemic issues were not being taken seriously, as the legal department consistently approached such matters on an individual basis rather than recognizing potential structural problems.

It was noted that sanctions and handling differ between individual and structural cases, and this should be addressed at a fundamental level. The board discussed the possibility of writing a letter of concern to highlight these issues.

Additionally, it was agreed that the process had been unsatisfactory. A concern was raised that it seems difficult for the study board to be involved in handling group issues. This limits its capacity for quality control and restricts students' ability to raise broader structural concerns in the study boards.

Appendix:

- E-mail-thread with the legal department

Beslutning

The board decided not to take the issue any further and agreed to leave it as is.

Bilag

Klagesag - IS SN (RUC 11838744).pdf

Punkt 8: Revision of RUC's disciplinary rules (12:30 - 12:40)

Nomination:

The Study Board is asked to discuss RUC's disciplinary rules and decide whether suggestions for amendments should be submitted (attachment in Danish).

Background:

Roskilde University's disciplinary rules are now a few years old. A lot has happened regarding AI and other issues, and they are therefore not completely up to date. This makes a revision appropriate.

US has therefore agreed with the Rector to initiate a revision process with broad involvement of stakeholders at the University. The audit has also been discussed with the vice-deans. Not least the directors of studies and vice-deans have extensive experience with cases under the rules. Initially, the legal department is inviting suggestions for changes. These can be for specific provisions or more specific areas.

Then US will write a proposal for a new set of rules that will be sent for consultation with the study boards and AR before the Rector (hopefully) approves the new set of rules before the summer holidays. The idea is for the rules to come into force at the start of the semester on 1 September 2025.

Process plan for the revision of the Rules on disciplinary measures etc. against students at Roskilde University:

- End of January 2025: Vice-deans, Boards of Studies, Directors of Studies and USLT are informed about the process for revising the rules and are encouraged to submit any proposed amendments to US
- **15 March 2025: Deadline for submission of amendments**
- May 2025: Proposal for revised rules finalised in US
- 14 May 2025: Draft rules are presented to the heads of studies at a heads of studies meeting
- June 2025: The rules are sent for consultation with heads of studies, study boards and the AR (AR pre-processes the matter in UDDU)
- July 2025: Rector approves the revised set of rules
- July/August 2025: Students are informed and the set of rules is posted on intra
- 1 September 2025: The revised set of rules comes into force

Appendix:

- The administration's draft (in Danish) is attached.

Beslutning

The board discussed RUC's disciplinary rules and raised the following points:

- There is a need to simplify the procedure, as it currently involves excessive paperwork, meetings, and planning.
- Sanctions should be applied more swiftly when violations occur.
- From the student perspective, there is still uncertainty about what constitutes AI use. Some students are concerned about being accused of AI use due to overly generic writing or improper application.
- Questions were raised regarding the timeframe and resources: How much effort are VIP staff expected to invest, and what resources are available?

The board decided to submit comments as part of the consultation response.

Bilag

disciplinaerregler_26.04.21 - RUC.pdf

Punkt 12: Admission analysis (12:40 - 12:50)

Nomination:

Study board members are asked to familiarize themselves with the material on admissions in 2024.

Background:

Data presented in the analyses at RUC level, broken down and compared at RUC, department and program level as well as main area, can be accessed here: <https://app.powerbi.com/groups/me/apps/52f94e3e-1768-4096-bfe2-dcf6c2316663/reports/15bcb684-780b-47f5-8ba7-d17f16af98a9/131c59c4d9224cc2c6b6?ctid=5cb8e839-a838-4bb8-92af-d7756c2b7916&experience=power-bi>.

The purpose of the admissions report is to support initiatives and action plans targeted at admissions, recruitment and the ongoing work with quality in the programs at department and program level. Insights from the report can, among other things, be used in the study boards' discussions on admissions, and can thus form the basis for action plans that are included in the annual heads of studies reports.

Beslutning

The board will revisit this discussion as the analysis shared was an older version.

Punkt 9: Lukket

Punkt 10: Students item: Follow up on thesis discussion (13:05 - 13:15)

This item will be pushed to a later meeting if an answer from the legal department is not in before the february meeting.

Nomination:

The board is asked to discuss how to move forward with the issue of overlap between internships and exams in January and the official thesis kick-off on January 1st.

Background:

From the minutes of the October 2024 study board meeting:

"The board discussed concerns regarding the overlap of internships and/or January exams with the official start of the thesis writing process on January 1st. The board acknowledged the students' concerns about workload as legitimate and decided to seek clarification from the legal department on whether the current structure imposes more than a 30 ECTS workload on students in January is within the scope legally.

Additionally, it was noted that within IPG, there appears to be a practice where supervisors begin thesis supervision in February, following the semester structure, rather than in January. This delay means that students effectively lose a month of supervision.

The chair and the secretary will take these issues to the legal department for further clarification."

The secretary has reached out to the legal team for clarification, but has not received a response. The secretary has reminded legal to get back to us.

Appendix:

- Original letter of concern brought forward through the student representatives

Beslutning

The board decided to push the item on the agenda for the March meeting, including the new email response from the legal department.

Bilag

Student item.pdf

Note from IDA - student item.pdf

Punkt 11: Lukket

Punkt 13: Any other business (13:55 - 14:00)

Beslutning

Orientation:

The chair met with the chairs of the two other ISE MA study boards and will continue the dialogue. The focus is on maintaining communication and ensuring awareness of the KA reform and the inclusion of IPG.