

DAGSORDEN Studienævnet for Naturvidenskabelige uddannelser d. 31-10-2024

Mødedato Torsdag d. 31. oktober 2024 kl. 10:00

Mødested 27.1-032 - Biblioteket

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Punkt 1: Approval of agenda

Punkt 2: Approval of, and follow up on, open minutes

25. October 2024

Minutes of study board meeting

Dato: 3rd October 2024

Tidspunkt: kl. 13-15

Lokale: 28A1-11

Participants: Lotte Jelsbak (Medicinalbiologi, Molecular Biology and Molecular Health Science), Nicholas Bailey (Fysik/Physics and Physics and Scientific Modelling), Anakin Johann Diermayr (Mathematical Bioscience), Frederik Diness (Kemi/Chemistry and Chemical Biology), Annemette Palmqvist (vice-dean INM), Marcell Balogh (Physics and Scientific Modelling)

Afbud: Per Meyer Jepsen (Environmental Biology, Bioprocess Science and Environmental Science), Magnus Riber Mygind (Environmental Science), Jesper Schmidt Hansen (Mathematics and Mathematical Bioscience), Mikkel Christian Gilberg (Chemical Biology), Camilla Michelle Thorup Andersen (Molecular Health Science)

Admin.: Susanne Bartram (ref.)

1.	Approval of agenda Agenda approved. Item 10 is to be taken before item 8. Re. AOB: Nick has a question regarding the role of Fagudvalget.
2.	Approval of open minutes Open minutes approved. Susanne follows up on the lack of cleaning of thesis offices: if new thesis students experience that the appointed office has been left untidy by the previous thesis students they should contact their head of study. The head of study or Yosef and ask for extra cleaning.
5.	Announcements from chair Lotte informs about the employer panel meeting, where AI and future competencies for our master students was discussed. The main focus from the employer panel was how students handle data and have computational mindsets/skills, rather than focus on specific AI-tools.
6.	Announcements from students Marcel informs us about the social study start event for master students on September 13 th : Around 13-15 students participated, most of them were non-RUC students. The experience was

	that they seemed very engaged, and they stuck around for a while after the facilitated part of the program was over. They talked about both academic and social life at RUC, and Marcel perceived the event as a success.
7.	Orientation about study board election Susanne orientates: There has been changes regarding the deadlines for submitting the candidat nominations. Few important deadlines: Deadline for submitting candidate nominations is October 30 at 12.00 noon. Any match elections will be held in the period November 27 at 9:00 am - December 4 at 12:00 noon. The deadline to cast your vote for the match election is December 4 at 12:00 noon. Please find the official election registration letters attached (in DK and GB)
8.	Orientation about rectors' decisions regarding this years' work on the study regulations Rectors' guidelines – building on the Exam Committee report - has arrived. The guidelines are expected to be implemented by the study boards in the upcoming work on the study regulations. At the October meeting the study board will get a detailed plan of the process (made by secretariat and Annemette). The work is due the 22nd of December. This means that the board can expect to work on the study regulations at the October-, November- and December meeting. Annemette and Susanne explain that the study board and the programme-groups will receive material that explains precisely how to understand the guidelines and what themes to focus on. The Educational Committee is asked the 10th of October for input on how to incorporate the course responsible and teachers in the process.
9.	Follow up on discussions on study environment during the master thesis Initiating self-organized lunch for thesis students is perceived as a good idea. The student mail-addresses are now available, and Susanne will contact Mikkel, Magnus and Camilla to hear if they are interested in organizing lunch. Marcel also notes that he will be sure to put up posters for events close to the student meeting-spot in building 11 and 28 to create awareness.
10.	Approval of action plan for Environmental Science Environmental Science has completed the mandatory internal evaluation during the spring. The evaluation included the preparation of a report on the programme, getting comments from external experts and having a seminar where the program's opportunities for development were discussed. Based on this, the head of study (Per Meyer Jepsen) has prepared an action plan that has been commented on by the external experts.

	2 of the 3 experts did not have any further comments on the action plan. At the meeting the study board was informed about the comments given by external expert from KU. They concerned recruitment of new students and networking among international students to ease their way into the job market. <i>Re. Recruitment of new students:</i> recruitment of students is a department issue and will be commented in the Department Educational Report. <i>Re. Networking among international students to ease their way into the job market:</i> The total number of international students on the programme is rather small and it would make more sense to address it on a larger scale, eg. the whole department. Lotte notes that being estranged to the Danish <i>academic</i> labour market is not only an issue for international students, but also Danish students, especially students from non-academic homes. The study board discussed that it would be relevant to involve Studie- og Karrierevejledningen and maybe also some of the unions in relation to the international students since special rules apply to them (A-kasseregler fx.) Annemette will address the discussion of arranging an 'afternoon meeting' in the beginning of 4. Semester at the master level, with attendance from S&K. Nick notes that there is a yearly networking-event on IMFUFA where former students talk about their job (3 panelists), there are research talks and joint dinner in the end. Maybe some inspiration can be found here. It is also suggested that peer-to-peer information could supplement the initiatives (eg. Studiemiljøtutorerne). The study board approved the action plan with the following comments: The two comments from the external expert are not to be included in the EnvSc action plan. Instead Annemette will address the issues in the Department action plan.
11.	Evaluation of the master semester start - taking a round The head of studies are asked to give/prepare their assessment of how the semester start went in general and comment how/if they used How 2 RUC. The present head of studies all referred to How 2 RUC in their study start, meaning that they mentioned its existence and overall content. The board suggests that maybe it would make sense to show/go through the platform next study start. Nick informs that 1 non-RUC student was present at the study start at Physics and Scientific Modeling. The remaining students were delayed due to visa and housing issues. Frederik informs that there are 14 registered for Chemical Biology and that he has been in contact with 12. Several of the students coming from RUC have not been involved in the start-up, probably because they already know RUC. Lotte informs that it has been a good study start studies at Molecular Health Science. Almost all students are from RUC and about 31 were present. There are quite a few students from outside, and with some start credit, their course of study is also different.

12.	Any other business Nick asks who the Fagudvalg for Physics are and what they are supposed to do when handling the course evaluations. Lotte explains that the Fagudvalg consist of the head of study and the student representative from the study board. They are supposed to process the evaluation + the comments from the course responsible for the evaluation, and consider if any measures should be recommended to the board.
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Punkt 3: Lukket

Punkt 4: Lukket

Punkt 5: Announcements from chairperson

Punkt 6: Announcements from students

Punkt 7: Approval of new rotation scheme of course- and projectevaluations master programmes

Background

In April, the study board decided that all mandatory courses should be evaluated every year and elective courses every second semester. We have since become aware that this is a considerable drain on resources for VIP and also in the INM secretariat. In comparison the official rate is every 6th semester.

The issue was originally raised, because students at Chemical Biology in particular could risk not evaluating courses with chemistry content, because of cancellations of chemistry elective courses. To counteract this, it is added to the Chemical Biology rotation plan, that each semester a decision must be made on which elective courses to evaluate. In the semesters where Essential Organic Chemistry is not evaluated, we must be aware that at least 1 elective courses with chemistry content is evaluated.

Please see attached suggestion for new plan.

Date of effect:

It is recommended that it comes into effect from the meeting on October 31. This gives us the opportunity to cancel the already planned evaluations (which were also evaluated in E23) in November. The students have not received them yet.

Task

Can the study board approve the adjusted rotation plan?

Bilag

Evalueringsturnus E22 og frem_25.10.24.docx

Punkt 8: Approval of study activity descriptions at study.ruc

The study board must approve study activity descriptions on study.ruc.dk for the F25 course offerings. This concerns activities at master programmes and subject modules.

In September, course coordinators have had the opportunity to edit the study activity descriptions for the F25 catalogue.

The secretariat has reviewed the descriptions and checked whether there have been any changes and checked and ensured that they fulfil the formal requirements.

The study board is presented with:

- an overview with course descriptions that have been changed and/or still lacks some formalities

Task

Can the study board approved the listed descriptions?

Look through the listed descriptions and follow recommendations by secretariat. Check the links.

How to prepare

- 1) the members carefully look at the course descriptions of the programmes they represent

Extra appendix if you are interested:

- the total list of course descriptions - which have formally been re-approved at former meetings

Bilag

F25_Kvalitetstræk_FM og KA_INM_til SN.xlsx

F25_Kvalitetstræk_1.version_10.10.2024.xlsx

Punkt 9: Discussion of and approval of study regulations

Guidelines for the 2025-study regulations:

- Rectors Exam Committee produced a report → on that basis rector decided on several guidelines that the study boards need to discuss and implement
- The guidelines have been discussed at INM's Educational Committee and Annemette (vice dean) has further clarified in what ways/steps we can work with the guidelines locally at INM

The attached overviews of each programme group and the related master program and subject module reflects an assessment of how the present study regulations comply with the guidelines AND includes suggestions of what the programme groups need to work with/change.

Task: Can the study board approve:

- the assessment of how our educational programmes already meet the guidelines (all that says 'OK')
- the suggestions made by admin. and vice dean of that needs to be addressed by the programme-groups

Process plan for the 2025-study regulations:

Can the study board approve the process plan?

How to prepare for the meeting:

- 1) the members carefully read the assessment/overview of the programmes they present
- 2) the members orientates themselves in all programmes
- 3) use the '*Læsevejledning til oversigt over alle eksaminer*' to understand the content of the guideline
- 4) use '*Vice dean clarification of rectors guidelines*', '*Eksamensudvalg_samlet rapport*' and '*Rektors beslutninger på baggrund af eksamensudvalgets arbejde 25-09-24*' to further understand references

Appendices

Assessment of exams for INM master and subject module programmes

INM Procesplan for revidering af studieordninger 2025

Læsevejledning til oversigt over alle eksaminer

Vice dean clarification of rectors guidelines

Eksamensudvalg_samlet rapport

Rektors beslutninger på baggrund af eksamensudvalgets arbejde 25-09-24

Bilag

KA og FM Assessment of exams for INM_til SN.xlsx

INM Procesplan for revidering af studieordninger 2025.xlsx

Læsevejledning til oversigt over alle eksaminer_SN.docx

Vice dean clarification of rectors guidelines.pptx

Eksamensudvalg_samlet rapport.pdf

Rektors beslutninger på baggrund af eksamensudvalgets arbejde 25-09-24.pdf

Punkt 10: Any other business