

REFERAT Studienævnet for Internationale Studier d. 26-11-2025

Mødedato Onsdag d. 26. november 2025 kl. 09:30

Mødested 21.1-063

Indholdsfortegnelse

Members present.....	3
Approval of the agenda.....	4
Approval of last month's minutes.....	5
Credit transfer w/ visit from Malene Jepsen (9.35-10.00).....	6
Course attendance (10.00-10.30).....	7
Break (10.30-10.40).....	8
Status on action plans in Head of Studies reports (10.40-11.00).....	9
Study.ruc.dk (11.00-11.10).....	10
New administrative structure (11.10-11.20).....	11
Oral orientations (11.20-11.25).....	12
Any other business.....	13

Punkt 1: Members present

Beslutning

Members present

- VIP: Johan Fischer, Lone Riisgaard, Paul Austin Stacey,
- STUD: Isabella Haas-Bornand
- Head of Studies: Klaas Dykmann (online), Marcus-Michael Müller, Laust Schouenborg
- Observers: Kennet Lynggaard
- Absent with notice: Thomas Paster

Punkt 2: Approval of the agenda

Nomination:

The board is asked to approve the agenda

Beslutning

The agenda was approved.

Punkt 3: Approval of last month's minutes

Nomination:

The board is asked to approve last month's minutes.

Appendix:

- Minutes from october

Beslutning

Last month's minutes were approved.

Bilag

Referat oktober.pdf

Punkt 4: Credit transfer w/ visit from Malene Jepsen (9.35-10.00)

Nomination:

The board is asked to discuss credit transfer with visit from Malene Jepsen from the central administration.

Beslutning

The study board was joined by Malene Jepsen from the credit transfer department. Malene started out with a presentation on general guidelines and processes for credit transfer with the below being some of the points from the presentation:

It usually takes around 5 weeks for the credit transfer process. The applications comes in the first of the month, then it goes to Heads of Studies and then Study Boards.

The Head of Studies assessment is important for the decisions being made. The process is defined this way at RUC to ease the decision for the Study Board who usually follow the academic assessment.

The Credit transfer team is bound by legal framework.

Before the heads of studies receive any applications all of the applications are screened by the Credit transfer team to make sure they live up to the formal requirements.

There has to be an academic reasoning for a rejection. The recommendation from the Credit transfer team is that there is a strong cooperation between the Study Board and the Head of Studies.

The board had a few comments regarding the fact that students can apply for credit transfer as many times as they want and switch around courses etc. To make it fit into the requirements if the first/previous application did not fit that criteria. This is not the case on all universities. Malene said that she is aware that universities do it in different ways, however this way of processing the applications is the way RUC handles all applications.

Malene informed that the Credit transfer team do recommend the students to include their reasoning for the courses they choose. The vice-chair agreed that from a student perspective it makes sense for the students to have the option to include a comment or reasoning for the chosen courses to make the chances of being accepted greater. It is however not mandatory, and the Study Board for International Studies is the only study board at RUC that has this wish.

The credit transfer team has open office hours every Tuesday where students can come and get help with their applications. This is used a lot by the students so the students as well as the credit transfer team is trying a lot to help the applications be as good/precise as possible. They are also available on phone and e-mail Monday till Friday.

The study board wants to follow up on this matter on a following meeting on the takeaways on this topic and to optimize this process. We cannot change the entire process at this time.

The study board thanked Malene Jepsen for her participation and presentation on credit transfer.

Punkt 5: Course attendance (10.00-10.30)

Nomination:

The board is asked to discuss course attendance. The Chair will give an introduction to the item.

Beslutning

The chair introduced a discussion on course attendance, noting that it is frequently a topic among teachers informally but that there appears to be no systematic approach to tracking or addressing the issue. Head of Studies Markus had discussed potential measures with Nina Torm, including increased use of the active participation exam form, which could encourage campus presence and indirectly improve attendance in other courses.

A question was raised as to whether this exam form is available for IS programmes; the secretary will ask Helle. The board acknowledged that addressing attendance is complex, as any change (e.g., revising exam forms) must justify the additional workload. Additional suggestions included running workshops tied directly to exam requirements and exploring whether mandatory participation is viable within the legal framework. It was also noted that larger classes make non-attendance more apparent and harder to manage.

The board discussed using Moodle for attendance via a pre-class code system, while recognizing its limitations (e.g., students sharing codes by photo). There is currently no broader initiative addressing attendance across ISE or RUC; the secretary will check whether this is the case. The board also requested clarity on what teachers are permitted to do (and not permitted to do) regarding attendance measures under the legal framework.

Punkt 6: Break (10.30-10.40)

Punkt 7: Status on action plans in Head of Studies reports (10.40-11.00)

Nomination:

The Heads of Studies are asked to give a verbal update on the work with the action plans in this year's heads of studies reports. The study board is asked to take note of the orientation.

Appendices:

- IPG report
- GDS report

Beslutning

HoS Laust Schouenborg presented the IPG report, noting that dropout rates have been actively addressed, e.g. through Town Hall meetings to gather student input across the programme. He reported that IPG dropout rates are better than the RUC average, and overall the action plans are progressing well for IPG.

HoS Markus-Michael Müller presented the GDS report, explaining that he is awaiting data and information regarding dropout rates in order to target the issue more accurately. Without clearer insight into dropout reasons, it remains challenging to develop precise action plans. The board discussed employability and job function level, acknowledging the difficulty of obtaining accurate data, especially as methodology depends on employer reporting of graduate job levels.

Bilag

Uddannelsesrapport IPG 2025.docx

Uddannelsesrapport Global and Development studies 2025.docx

Punkt 8: Study.ruc.dk (11.00-11.10)

Nomination:

The Chair will give an orientation on the ongoing work with study.ruc.dk. The board is asked to take note of the orientation.

Beslutning

The chair presented work on a guide for course convenors intended to streamline and align the way study.ruc.dk is filled out across courses. This work is being carried out in collaboration with Pia Nielsen and Helle Warburg. The aim is to increase alignment, making it easier for students to recognize requirements, content, and expectations across courses. The board offered general comments emphasizing that the guide should remain simple and not overly complex, and the chair invited further inputs by email.

Punkt 9: New administrative structure (11.10-11.20)

Nomination:

The secretary will give a brief orientation on the new administrative structure as decided by UL.

Appendix:

- Presentation of the UL decision regarding administration structure

Beslutning

The secretary provided a brief orientation on the new administrative structure, highlighting that moves and structural changes have been postponed by a few months. As a result, the secretary will continue to support the Study Board for the entirety of the next semester. The board took note of the orientation.

Bilag

Administrationsprojekt_udmelding_om_UL_beslutning_19_november_2025.pdf

Punkt 10: Oral orientations (11.20-11.25)

Nomination:

Oral orientations are welcome by anyone present.

Beslutning

Legal claim for IS students

HoS Markus-Michael Müller reported on a meeting with the Vice Dean concerning the legal claim issue whereby IS students currently have access only to IPG and not to GDS. The board discussed possible solutions, and this topic will be revisited as options are further developed.

Vice Dean + Chairs of MA Study Boards joining a future meeting

The chair informed the board that the Vice Dean has been invited to either the December or January meeting and proposed inviting the chairs of the other MA Study Boards to discuss shared, cross-board issues.

Oral exams for internships

The chair also noted that oral exams for IPG and GDS internships are currently cancelled and not present in the study regulations, although they have been previously. The board will return to this topic at a future meeting, including consideration of students abroad and what options exist for oral exams during internships, noting that online exams are currently not allowed for internships.

Student representatives

The secretary informed the board that there will be two new student representatives joining for the next term.

Punkt 11: Any other business

Beslutning

There was no other business.

