

December 2021

# NYHEDSBREV FRA ARTS STUDIER

**Modtagere:** Afdelingsledere, afdelingskonsulenter, studieledere, uddannelseskonsulenter og nævn på Arts

## TIL ORIENTERING

### Undervisnings- og eksamensperioderne 2023-2024

Efter drøftelse i UddannelsesForum Arts (UFA) er undervisnings- og eksamensperioderne for 2023 og 2024 nu fastlagt. Oversigten over perioderne er tilgængelig på Underviserportalen [her](#). Vær opmærksom på, at undervisningsperioden i efterårssemestret 2023 (E23) ligger senere end normalt – starter i uge 36 og løber til og med uge 50.

### Forsinkelsessamtaler E2021

Studievejlederne (VEST) på alle tre institutter afholder i disse uger vejledningssamtaler med både BA og KA studerende, der er mere end 30 ECTS forsinkede og som har takket ja til tilbuddet om at få en samtale med en studievejleder.

I **efteråret 2021** er der sendt mail med tilbud om samtale til i alt **610 studerende** på de tre institutter, hvilket samlet set er væsentlig færre end i E2020.

De noget lavere tal E2021, sammenlignet med E2020, skal delvist ses i lyset af, at vi i år tidsmæssigt har kunnet nå at sortere de studerende fra, der er varslet udmeldt pga. ikke bestået førsteårsprøve eller overskridelse af max. studietid. Det forklarer dog ikke hele nedgangen, så andre faktorer spiller også ind. I tabellen fremgår tallene fra hhv. efterår 2020, forår 2021 og efterår 2021

	IKK		IKS		DPU		Tilbud om samtale i alt på de tre institutter:
	BA	KA	BA	KA	BA	KA	
<b>E2021</b>	136	80	97	65	26	206	<b>610</b>
<b>F2021</b>	152	99	129	96	51	216	743
<b>E2020</b>	193	100	133	118	39	245	828

### Årsager til forsinkelse:

De forsinkede studerende, der indtil nu har meldt tilbage om årsagerne til deres forsinkelse, angiver sygdom, personlige forhold og barsel som de primære årsager. Næststørste årsag til forsinkelse er manglende meritoverførsel, mens en mindre gruppe af studerende anfører følgende årsager til, at de er forsinkede i forhold til deres normerede studieprogram: dumpet udvekslingsophold, aflyst udvekslingsophold pga. Corona samt faglige udfordringer, manglende trivsel og motivation.

Ligesom tidligere år er studerende, der kun mangler specialet ikke medtaget.

De studerende, der ønsker samtale, kan selv vælge, om de ønsker vejledning online eller via fremmøde.

### Indhentning af valgfag og fag med skiftende emne for efteråret 2022

I december måned indhenter UVAEKA via en skabelon valgfag og fag med skiftende emne til efteråret 2022 for de uddannelser, der fortsat indmelder hvert semester.

Fristen er den 1. marts, så fagene kan publiceres i kursuskataloget senest 1. april og de studerende kan tilgå fagene en måned før deres tilmeldingsperiode 1.-5. maj. En del uddannelser indhenter valgfag og fag med

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skiftende emne en gang om året, så studerende kan orientere sig i god tid om uddannelsens fagudbud, og de er ligeledes omfattet af denne rundes indhentning med samme frist.

Beskrivelserne indhentes via en skabelon, der på forhånd er udfyldt med informationer fra studieordningen, så rammerne for fagudvikling er kendte og det er nemt at se, hvilke oplysninger, der skal udfyldes.

**Skabelonerne udfyldes af afdelingsledere/undervisere og sendes retur til UVAEKA senest 1. marts.**

Indhentningen af valgfag og fag med skiftende emne igangsættes nu for at skabe tid til udvikling og godkendelse i uddannelsesnævn (og i studienævn på TEO og DPU) inden de studerendes tilmeldingsperiode.

Ved spørgsmål om processen eller skabelonerne kan det relevante UVAEKA-team kontaktes.

### IV-fag E22-F23

Afdelingerne på IKK og IKS har netop indmeldt IV-fag for perioden efteråret 2022 og foråret 2023. SNUK har kvalitetssikret de indkomne forslag og næste step er studieledernes godkendelse af et sammenhængende udbud af IV-fag, hvorefter Studienævnene godkender helt nye IV-fag i januar. Herefter oprettes fagene i systemerne og de kursusansvarlige får mulighed for korrekturlæsning. De studerende tilmelder sig IV-fag for E22 1.-5. maj 2022.

### Timetælling E21 er afsluttet

I E21 lever alle uddannelser på Arts op til minimumskravene om i gennemsnit at udbyde 168 konfrontationstimer pr. semester på bacheloruddannelser og 112 konfrontationstimer pr. semester på kandidatuddannelser.

Timetællingen på AU:

- Synliggør antallet af de undervisnings- og vejledningstimer fordelt på VIP-, DVIP- og instruktortimer, den enkelte uddannelse planlægger at udbyde til studerende. Data offentliggøres efterfølgende på [Uddannelseszoom](#) og Uddannelses- og Forskningsministeriets [hjemmeside](#).
- Indgår i Aarhus Universitets udviklingskontrakt, hvor universitetet har forpligtet sig til at udbyde et minimum antal undervisningstimer for samtlige bachelor- og kandidatuddannelser.
- Leverer data til det datamateriale, der bruges til årlig status og uddannelsesevalueringer:
  - Planlagte konfrontationstimer (indikator 3)
  - Forskningsdækning - VIP/DVIP-ratio (indikator 6a)
  - Forskningsdækning - VIP dækningsgrad af minimumstimer (indikator 6c)

## OM NYHEDSBREVET

Nyhedsbrevet fra Arts studier har til formål at sikre, at afdelinger, institutter og nævn på Arts modtager opdateret, ensartet information om arrangementer, tiltag og deadlines inden for områder som understøttes af Arts studier.

Nyhedsbrevet indeholder information inden for områderne sagsbehandling, uddannelseskvalitet, undervisning, eksamen, vejledning, internationalisering, karriere og efter- og videreuddannelse.

Nyhedsbrevet kan ses på [Arts Underviserportal](#) og på [Nyhedsbrev fra Arts Studier](#).

Afdelingsledere, afdelingskonsulenter, studieledere, uddannelseskonsulenter og nævn på Arts modtager automatisk nyhedsbrevet. Andre interesserede med tilknytning til Arts kan frit tilmelde sig ved at sende en mail til: [arts.uddannelseskvalitet@au.dk](mailto:arts.uddannelseskvalitet@au.dk).

Forslag, ris og ros kan sendes til redaktionen på [arts.uddannelseskvalitet@au.dk](mailto:arts.uddannelseskvalitet@au.dk).

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# NEWSLETTER FROM ARTS STUDIES ADMINISTRATION

**Recipients:** Heads of department, department consultants, directors of studies, education consultants and boards at the Faculty of Arts

## USEFUL INFORMATION

### Teaching and exam periods 2023-2024

After discussions in the Arts Forum for Education (UFA), the teaching and exam periods for 2023 and 2024 are now in place. An overview of the periods is available on the [portal for teachers at the Faculty of Arts](#). Please note that the teaching period in the autumn semester 2023 is later than normal – it starts in week 36 (4-8 September) and runs up to and including week 50 (11-15 December).

### Guidance sessions for students delayed in autumn 2021

Student counsellors at all three schools are currently holding guidance sessions with both Bachelor's and Master's degree students who are more than 30 ECTS credits behind in their degree programme and who have taken up the offer to discuss this with a student counsellor.

**In autumn 2021**, an email containing the offer of a guidance session was sent to **610** students at all three schools.

This number is significantly lower than in autumn 2020, which partly should be seen in the light of the fact that we have managed to exclude the students who have received notice of withdrawal due to a failed first-year exam or non-compliance with the maximum degree completion time. However, this is not the only explanation, and there are other influential factors.

The table below shows the figures for autumn 2020, spring 2021 and autumn 2021.

	IKK		IKS		DPU		Total no. of guidance sessions offered at the three schools:
	BA	MA	BA	MA	BA	MA	
<b>Autumn 2021</b>	136	80	97	65	26	206	<b>610</b>
<b>Spring 2021</b>	152	99	129	96	51	216	743
<b>Autumn 2020</b>	193	100	133	118	39	245	828

### Reasons for delay:

According to the students who have already been in touch with us, the main reasons for the delay were illness, personal matters and maternity/paternity/parental leave. Another important reason was the lack of credit transfer, and a small group of students mentioned a failed exchange programme abroad, a cancelled exchange programme abroad due to Covid-19 and academic challenges as well as the lack of well-being and motivation.

As in previous years, students who only need to submit their Master's thesis were not included.

Students who want a guidance session can choose whether it should be an online or in-person session.

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### Collection of information about elective courses and courses with changing topics for autumn 2022

In December, UVAEKA will via a template start collecting information about elective courses and courses with changing topics for autumn 2022 for those degree programmes that continue to submit this information every semester.

The deadline is 1 March, which allows the courses to be published in the course catalogue no later than 1 April, so that students can access the courses one month before their registration period 1-5 May. A number of degree programmes collect information about elective courses and courses with changing topics once a year, so that students can familiarise themselves with the programme's range of courses well in advance. These programmes are also included in this round's call with the same deadline.

The descriptions are collected using a template that is completed in advance with information from the academic regulations, so that the frameworks for course development are known and it is easy to see what details need to be filled in.

**The templates must be completed by the heads of department/members of teaching staff and returned to UVAEKA no later than 1 March.**

The collection of information about elective courses and courses with changing topics is being initiated now to create time for development and approval by the degree programme board (and by the board of studies at Theology and DPU) before the students' registration period.

If you have any questions about the process or templates, please contact the relevant UVAEKA team.

### Internationalisation electives in autumn 2022 and spring 2023

The departments at the School of Communication and Culture and the School of Culture and Society have just submitted proposals for internationalisation electives for autumn 2022 and spring 2023.

SNUK has quality assured the proposals. The next step is for the directors of studies to approve the coherent range of internationalisation electives available, after which the boards of studies will approve entirely new internationalisation electives in January.

The electives will then be set up in the relevant systems, and the course coordinator will be given the chance to proofread the course descriptions.

Students register for internationalisation electives for autumn 2022 in the period 1-5 May 2022.

### Hour count, autumn 2021

The results of the hour count for autumn 2021 show that all degree programmes at the Faculty of Arts comply with the minimum requirement to offer 168 lessons per semester on Bachelor's degree programmes and 112 lessons per semester on Master's degree programmes.

The hour count at AU:

- Shows the number of lessons and hours of supervision that the individual degree programmes plan to offer students, broken down by academic staff, part-time academic staff and student teachers. The data is subsequently published on [Degree Programme Zoom](#) and the website of the [Ministry of Higher Education and Science](#).
- Forms part of Aarhus University's development contract, in which the university has committed itself to offering a minimum number of lessons for all Bachelor's and Master's degree programmes.
- Provides data for the data material used in connection with the annual status review and degree programme evaluations:
  - Planned lessons (indicator 3)

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- Proportion of teaching by researchers – full-time/part-time ratio (indicator 6a)
- Proportion of teaching by researchers – proportion of minimum lessons covered by academic staff (indicator 6c)

## THE NEWSLETTER

The purpose of the Arts Studies Administration newsletter is to ensure that the departments, schools and boards at the Faculty of Arts receive the same updated information about events, initiatives and deadlines within the areas supported by Arts Studies Administration.

The newsletter contains information relating to case processing, degree programme quality assurance, teaching, exams, student guidance, internationalisation, careers, and further and continuing education. You can find the newsletter on the [portal for teachers at the Faculty of Arts](#) and on the [Arts Studies Administration newsletter site](#).

Heads of department, department consultants, directors of studies, education consultants and boards at the Faculty of Arts receive the newsletter automatically. Other interested parties affiliated with the Faculty of Arts are welcome to sign up by sending an email to [arts.uddannelseskvalitet@au.dk](mailto:arts.uddannelseskvalitet@au.dk). Comments and suggestions can be sent to the editors at [arts.uddannelseskvalitet@au.dk](mailto:arts.uddannelseskvalitet@au.dk).