

December 2022

# NYHEDSBREV FRA ARTS STUDIER

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

## TIL ORIENTERING

### Eksamensperioden står for døren

Eksamensperioden på Arts går i gang den 12. december. Detailplanlægningen af eksamen (fordeling af bedømmere på eksamensopgaver, tidsplaner for mundtlige eksamener osv.) aftales som altid mellem afdelingerne og det sædvanlige UVAEKA-team, og det kan i denne eksamenstermin virkelig mærkes, at forskellige Covid-hensyn og usikkerheder ikke længere påvirker eksamensplanlægningen. Alle bedømmere ønskes en god eksamensperiode.

### Virtuel tur gennem eksamenslandskabet

UVAEKA har i uge 47 og 48 afholdt online eksamensoplæg for 1. semesterstuderende på bachelor-, kandidat- og masteruddannelser. Tidligere år har vi været ude at besøge de studerende i undervisningen for at holde et kort oplæg, men i år tog vi dem med på virtuel tur gennem eksamenslandskabet på Arts. Der er blevet taget godt imod oplæggene, hvor ca. 220 studerende deltaget.

### Forsinkelsessamtaler E2022

Studievejlederne (VEST) har de seneste uger afholdt halvårige vejledningssamtaler med både BA og KA studerende, der er mere end 30 ECTS forsinkede, og som har takket ja til tilbuddet om en samtale med en fuldtidsvejleder.

I **E22** er der sendt mail med tilbud om samtale til i alt **701 studerende**, hvilket er en stigning på 15% sammenlignet med E21. Størst er stigningen på BA-uddannelser, hvor den udgør tæt på 30 % i forhold til tallene i E21.

	IKK		IKS		DPU		Tilbud om samtale i alt på de tre institutter:
	BA	KA	BA	KA	BA	KA	
<b>E2022</b>	154	81	145	71	36	214	<b>701</b>
<b>F2022</b>	147	82	150	76	50	211	716
<b>E2021</b>	136	80	97	65	26	206	610

Årsager til forsinkelse:

De forsinkede studerende angiver - dels via survey og dels via samtaler - sygdom, personlige forhold og barsel som de primære årsager, sekundært manglende meritoverførsel, mens en mindre gruppe anfører, at de er forsinkede pga. manglende motivation, manglende trivsel samt faglige udfordringer.

Andelen af studerende, der begrundes forsinkelsen med manglende motivation og trivsel, er større end i E21.

I lighed med tidligere år er studerende, der kun mangler specialet ikke medtaget.

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

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## IV-fag E23-F24

Afdelingerne på IKK og IKS har netop indmeldt IV-fag for perioderne efteråret 2023 og foråret 2024. SNUK kvalitetssikrer de indkomne forslag, hvorefter studielederne godkender et sammenhængende udbud af IV-fag. I januar godkender studienævnene de IV-fag, der ikke tidligere har været udbudt. Fagene oprettes efterfølgende i systemerne, og de kursusansvarlige får mulighed for korrekturlæsning. De studerende tilmelder sig IV-fag for E23 i tidsrummet 1.-5. maj 2023.

## Timetælling E22 er afsluttet

I E22 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 dækningsgrad af minimumstimer (indikator 6c)

# ARRANGEMENTER

## Karrierelæring i Undervisning

Arts Karriere faciliterede i samarbejde med CED det første underviserforum ”Karrierelæring i Undervisning” i midten af november. Det var et inspirerende møde med undervisere fra alle tre institutter, og materialet er tilgængeligt [her](#). Formålet med forummet er at understøtte inddragelsen af relevans- og karrierelæringsperspektiver i undervisningen gennem inspiration, vidensdeling og dialog. Alle undervisere er velkomne til næste møde d. 25. maj 2023.

Hvis du er nysgerrig på at høre mere om initiativet, kan du kontakte Marianne Lemming på [marlem@au.dk](mailto:marlem@au.dk)

# VIGTIGE DEADLINES

## Indhentning af oplysninger til skemaerne for efteråret 2023

I oktober måned blev køreplanen for skemaerne for efteråret 2023 aftalt, og der er nu taget hul på processen. UVAEKA har den 25. november sendt ark til indhentning af oplysninger til brug for skemaerne til alle afdelinger. Afdelingerne har frist for at melde oplysningerne ind **fredag den 16. december**.

## Indhentning af valgfag og fag med skiftende emne for efteråret 2023

I december indhenter UVAEKA via en skabelon valgfag og fag med skiftende emne til efteråret 2023 samt for foråret 2024 for de uddannelser, hvor der indhentes for et år ad gangen. 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.

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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.

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#### 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

### The exam period starts very soon

The exam period at the Faculty of Arts starts on 12 December. As always, the detailed planning of the exams (allocating assessors to exam assignments, finalising timetables for oral exams etc.) will be arranged by the departments concerned and the usual UVAEKA team. And the process of planning the exams is no longer affected by various rules and restrictions relating to Covid-19. We hope all the assessors enjoy taking part in these exams.

### Virtual trip through the exam landscape

In weeks 47 and 48 (21 November-2 December), UVAEKA gave an online presentation for first-semester students on Bachelor's, Master's and professional Master's degree programmes. In previous years we used to visit the students in their classrooms to give them a short presentation, but this year we took them on a virtual tour of the exam landscape at the Faculty of Arts instead. The presentations were well received, and around 220 students have taken part.

### Guidance sessions for students who have fallen behind with their studies, autumn 2022

In recent weeks, student counsellors from VEST have been conducting biannual guidance sessions with Bachelor's and Master's degree students who have fallen more than 30 ECTS credits behind in their degree programme, and who have also accepted the offer of discussing this situation with a full-time counsellor.

**In the autumn of 2022**, an e-mail containing the offer of a guidance session was sent to a total of **701 students**, an increase of 15% compared with the autumn of 2021. The biggest increase related to Bachelor's degree programmes (almost 30% more than in the autumn of 2021).

	School of Communication and Culture		School of Culture and Society		DPU		Total no. of guidance sessions offered at the three schools:
	BA	MA	BA	MA	BA	MA	
<b>Autumn 2022</b>	154	81	145	71	36	214	<b>701</b>
<b>Spring 2022</b>	147	82	150	76	50	211	716
<b>Autumn 2021</b>	136	80	97	65	26	206	610

Reasons why students fall behind with their studies:

Based on a survey and discussions of this issue, the students say that the main reasons why they fall behind are illness, personal issues and parental leave. Secondary reasons are the failure to gain credit transfer and (for a few students) a lack of motivation, unhappiness and academic challenges.

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The proportion of students stating that they have fallen behind owing to a lack of motivation and unhappiness has increased in relation to the autumn of 2021. As in previous years, students who have finished their degree programme apart from their Master's thesis were not included. Students who asked for a guidance session were allowed to choose whether they wanted this session to be online or face-to-face.

### **Internationalisation electives in autumn 2023 and spring 2024**

The departments at the School of Communication and Culture and the School of Culture and Society have just submitted their proposals for internationalisation electives for autumn 2023 and spring 2024. SNUK will provide quality assurance of the proposals that have been received, after which the directors of studies will approve a package of internationalisation electives. In January the boards of studies will approve the internationalisation electives which have not been offered previously. The electives will then be posted in the relevant systems, and the course coordinators can proofread the course descriptions. Students register for internationalisation electives for autumn 2023 in the period 1-5 May 2023.

### **Hour count completed for autumn 2022**

The results of the hour count for autumn 2022 show that all the 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 each degree programme plans to offer students, including allocations to academic staff, part-time academic staff and student teachers respectively. This 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 on all Bachelor's and Master's degree programmes.
- Provides data for the annual status review and degree programme evaluations:
  - Planned lessons (indicator 3)
  - Proportion of teaching by researchers – proportion of minimum lessons covered by academic staff (indicator 6c)

## **EVENTS**

### **Learning about careers during the teaching**

In mid-November, in collaboration with the Centre for Educational Development, Arts Karriere organised the first forum for teachers to focus on learning about careers during the teaching. This was an inspiring meeting with teachers from all three schools at the Faculty of Arts, and you will find the material [here](#). The objective of this forum is to support the inclusion of relevance/career learning perspectives in the teaching based on inspiration, knowledge sharing and dialogue. All teachers are welcome to take part in the next meeting on 25 May 2023.

If you'd like to learn more about this initiative, please feel free to contact Marianne Lemming at [marlem@au.dk](mailto:marlem@au.dk)

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## IMPORTANT DEADLINES

### Collecting information for timetables in autumn 2023

In October the process involved in finalising the timetables for autumn 2023 was agreed, and this process has now been put into motion. On 25 November UVAEKA sent the forms needed for the collection of information to all departments. Departments are asked to submit this information by **Friday 16 December** at the latest.

### Collection of information about elective courses and courses with changing topics for autumn 2023

In December, UVAEKA will be using a template to collect information about elective courses and courses with changing topics for autumn 2023 and spring 2024 for all the degree programmes that submit this information for one year at a time. The deadline is **1 March**, making it possible to publish these courses in the course catalogue no later than 1 April, giving the students access to them one month before the registration period (1-5 May).

The templates must be filled in by the heads of department/teachers and then returned to UVAEKA no later than 1 March. The process involved in collecting this information is being launched now in order to allow time for development and approval by the degree programme board (and by the board of studies at the Department of Theology and DPU) before the students' registration period starts. If you have any questions about the process or templates, please contact the relevant UVAEKA team.

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### FACTS ABOUT 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, new 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 website](#). 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).