



## Program Board Meeting - English

Date: 17 June 2020, 12:15-14

Zoom Meeting

Present: Dagmar Haumann (coordinator), Randi Koppen (coordinator), Sigrid Ørevik (coordinator), Erik Tonning, Zeljka Svrnjuga, Kevin McCafferty, Hild Elisabeth Hoff, André Storto, Lene Johannessen, Craig Grocott, Aud Solbjørg Skulstad, Laura Saetveit Miles, Jerzy Nykiel, Nahum Welang, Jalaludeen Ibrahim, Raees Calafato, Joseph Tabbi, Tormod Lilleårstein (student representative), Clara Debus (student representative), Anja Eriksen (student representative) and Hanne Svanholm Misje (secretary)

### 18/20 Approval of agenda

Approved, no comments.

### 19/20 Approval of minutes from last meeting - 15 April 2020

Approved, no comments.

### 20/20 Information items

1. The redesign-project applied for funding (insentivmidler) to hire two research assistants to help create a digital learning platform for courses in linguistics (in Mitt UiB). We received approx. 180 000 kr and will start this project in August.

2. Start of term in week 33: Orientation meetings for new students (BAHF-ENG – ENG100) will be held on campus. The same goes for the orientation meeting for 300-level. The orientation meeting for 100-level will most likely have to be on Zoom.

3. Meeting dates, fall 2020:

02.09. lærermøte med lunsj – welcome new colleagues

07.10. styremøte

04.11. lærermøte

25.11. styremøte

Please note that we will need to schedule meetings/workshop for the redensing-project, these will be in addition to these meeting (alternatively, instead of teacher meetings). For now, please save the 23 September 12-16.

### 21/20 Assessment forms, fall 2020

There will be no physical school exams in the fall semester 2020, as a measure to prevent the spread of the coronavirus.

For re-sit exams, we use the same assessment form as spring 2020. Please see overview below:

|        |                        |                 |                                           |
|--------|------------------------|-----------------|-------------------------------------------|
| ENG114 | Skriftlig skoleeksamen | Gjentakseksamen | Som våren 2020 - skriftlig eksamen hjemme |
| ENG115 | Skriftlig skoleeksamen | Gjentakseksamen | Som våren 2020 - skriftlig eksamen hjemme |
| ENG221 | Skriftlig skoleeksamen | Gjentakseksamen | Som våren 2020 - skriftlig eksamen hjemme |
| ENG222 | Skriftlig skoleeksamen | Gjentakseksamen | Som våren 2020 - skriftlig eksamen hjemme |
| ENG223 | Skriftlig skoleeksamen | Gjentakseksamen | Som våren 2020 - skriftlig eksamen hjemme |



|        |                        |                 |                                                    |
|--------|------------------------|-----------------|----------------------------------------------------|
| ENG224 | Skriftlig skoleeksamen | Gjentakseksamen | Som våren 2020 - skriftlig eksamen hjemme          |
| ENG261 | Muntlig eksamen        | Gjentakseksamen | Som våren 2020 - digital muntlig eksamen           |
| ENG262 | Muntlig eksamen        | Gjentakseksamen | Som våren 2020 - digital muntlig eksamen           |
| ENG263 | Muntlig eksamen        | Gjentakseksamen | Som våren 2020 - digital muntlig eksamen           |
| ENG264 | Muntlig eksamen        | Gjentakseksamen | Som våren 2020 - digital muntlig eksamen           |
| ENG335 | Muntlig eksamen        | Gjentakseksamen | Som våren 2020 - digital muntlig eksamen           |
| ENG345 | Skriftlig skoleeksamen | Gjentakseksamen | Skriftlig eksamen hjemme, med 1 time tillegg i tid |
| ENG349 | Muntlig eksamen        | Gjentakseksamen | Som våren 2020 - digital muntlig eksamen           |

### Decision

The program board has decided to keep the assessment forms from the spring semester 2020 for all re-sit exams in the fall semester 2020.

For the ordinary, end-of-term exams, please see overview below for the assessment forms for the fall semester.

|          |                        |                 |                                                                   |
|----------|------------------------|-----------------|-------------------------------------------------------------------|
| ENG107   | Skriftlig skoleeksamen | Ordinær eksamen | 3- hour written examination from home + 30 minutes technical time |
| ENG118   | Skriftlig skoleeksamen | Ordinær eksamen | 3- hour written examination from home + 30 minutes technical time |
| ENG119   | Skriftlig skoleeksamen | Ordinær eksamen | 3- hour written examination from home + 30 minutes technical time |
| ENG122   | Skriftlig skoleeksamen | Ordinær eksamen | 5- hour written examination from home + 1 hour technical time     |
| ENG331   | Muntlig eksamen        | Ordinær eksamen | The oral exam can be digital.                                     |
| ENG333   | Skriftlig skoleeksamen | Ordinær eksamen | 4- hour written examination from home + 1 hour technical time     |
| ENG339   | Skriftlig skoleeksamen | Ordinær eksamen | 4- hour written examination from home + 1 hour technical time     |
| ENG339L  | Skriftlig skoleeksamen | Ordinær eksamen | 3- hour written examination from home + 30 minutes technical time |
| ENG350   | Muntlig eksamen        | Ordinær eksamen | The oral can be digital                                           |
| ENGDI101 | Skriftlig skoleeksamen | Ordinær eksamen | 4- hour written examination from home + 1 hour technical time     |
| ENGDI111 | Muntlig eksamen        | Ordinær eksamen | The oral can be digital                                           |

Please note that all exams lasting 4 hours or more will have 1 hour technical time. All exams lasting 3 hours or less will have 30 minutes technical time. It will be clearly stated in the course description that the extra time is technical time.

For the written examinations at home, we will have to post clearer guidelines and instructions concerning plagiarism. This should be posted on Mitt UiB and in the exam questions in Inspira.

### 21/20 Obligatory activities, fall 2020

Obligatory attendance in ENG122, ENGDI101 and ENGDI111 will not apply in the fall semester 2020. ENG122 will substitute obligatory attendance with:

På grunn av koronasituasjonen fell kravet om obligatorisk frammøte på seminara bort hausten 2020.



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Vi oppmodar likevel studentane til å følgje undervisninga i størst mogleg grad. I staden må studentane møte følgjande arbeidskrav:

Obligatoriske krav knytt til seminara i ENG122:

1. Opptil to munnlege presentasjonar på seminar
2. Opptil to kommentarar på medstudentar sine presentasjonar i seminar

Obligatoriske krav knytt til Writer's Workshop i ENG122:

Levere inn opptil tre arbeid i løpet av semesteret og halde minst eitt munnleg innlegg.

Dei obligatoriske arbeidskrava blir organisert i seminarundervisning og på Writer's Workshop.

Godkjenninga av obligatoriske arbeidskrav er gyldig i undervisningssemesteret og det påfølgjande semesteret.

### *Decision*

*The program board has decided to disregard obligatory attendance in the fall semester 2020. The course descriptions for ENG122, ENGL101 and ENGL111 will be updated.*

### **22/20 Changes to KVIK223**

The course description in KVIK223 is changed to align with the suggested changes made in KVIK203 (LLE's course). The form of assessment is changed from a home-exam to a supervised term paper of 4000 words +/- 10%.

### *Decision*

*The program board in English approves the suggested changes to KVIK223. A revised course description will be sent to the faculty before the Spring 2021 deadline.*

### **23/20 Project Presentation, ENG350**

Students writing their MA in literature have their project presentation in June. Linguistics (and didactics) have their presentations early August/September. While it is an advantage to have this done before the summer holiday, it also puts perhaps an unnecessary strain on both faculty and students. The program board decided to have the same deadlines and procedures connected to ENG350 across the three disciplines. This does not necessarily mean any changes in course description, but it could still do with a "clean up."

Please see *Endringsrapport, ENG350* for the suggested changes and comment back to Hanne by 1 August if you want anything changed.

### **24/20 Requirements – external examiner**

Changes to HF-guidelines concerning the use of external examiners: it is now possible to use only one examiner (internal or external) for assessment forms where the student can appeal their grade. (School exams, home exams, papers, portfolio – not oral, MA, etc.).

There are different needs for the different disciplines and courses (based on level, assessment form, content, etc). It was noted that an external is extremely useful for new course instructors (new to UiB, new to Norway, PhDs). It might not be wise to make a general rule, but rather let the decision be up to each discipline.



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We leave it as open as possible, and the program coordinators are in charge of arranging exam-meetings within the disciplines where they decide on the use of examiners for the upcoming exam period. This should be left up to the disciplines and not single course instructors.

### **25/20 Other business**

The English section is getting three 20% positions over the next two years and possible candidates/solutions was discussed in the meeting. A 20% position consists of 170 hours of teaching per term, and the person needs at least 50% employment outside UiB. Two positions will go to literature and one to didactics.

This is a short-term solution to a long-term problem, and the program board should discuss possible long-term solutions (and how to get them) in a fall meeting.

***Comments? Send Hanne by 1 August***

26.06.20/HSM