



## **Minutes - Program Board Meeting - English**

**Date: 4 September 2019, 12:15-14**

Room 301, HF-building

Present: Dagmar Haumann (program coordinator, coordinator linguistics), Randi Koppen (coordinator literature), Sigrid Ørevik (coordinator didactics), Kevin McCafferty, Jalaludeen Ibrahim, Bente Hannisdal, Lene Johannessen, Jerzy Nykiel, André Storto, Zeljka Svrljuga, Laura Saetveit Miles, Joseph Tabbi, Anja Eriksen (student representative), Jon Martin Bildøy (student representative), Tormod Lilleårstein (student representative) and Hanne Svanholm Misje (secretary).

### **06/19 Approval of agenda**

Approved, no comments.

### **07/19 Approval of minutes from last meeting - 20 February 2019**

Approved, no comments.

### **08/19 Information items**

#### 1. Registration numbers from 02.09.19

No big surprises when it comes to fall registration numbers. Please use this list as a reference point for the courses that we must arrange a re-sit exam for. Hanne will contact each course instructor to arrange their re-sit(s).

#### 2. Mentoring (starts up fall 2019)

Mentoring for new BA-students starts in the fall semester 2019. All study program at UiB have been asked to suggest a mentoring program for their new students. For the bachelor program in English, we have decided to use experienced students as mentors.

Here is a short summary of the mentor program for BAHF-ENG:

- Offered to new students of BAHF-ENG
- Students sign up using an online form (distributed by student advisor) and are invited to two meetings per semester
- We hire experienced students (MA-students) to act as mentors. The number of mentors we need will depend on the number of new students who sign up
- The mentors (experienced students) will meet with program coordinator and student advisor before meeting the students. In addition, they will meet with program coordinator at the end of each semester to talk about the meetings they've had with students

Hanne asked for suggestions from the English faculty for student mentors.

#### 3. Redesign project

Hanne held a short information session about the student workshop that was arranged as part of the redesign project. It was a two-day workshop, where 23 students (BA, MA and L) used a method called *Design Thinking* to work with the very general question "How can we create the best possible English-education for the future." We are very happy with how this turned out. It became clear that a lot of the ideas and comments that the students had about our program are areas that we are aware of and want to do something about. It was nice to see that we are on the same page. It is still very



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## Department of Foreign Languages

good to involve the students in this process and, based on their comments, this is something they appreciate.

What's next in the redesign project?

- Hanne will create a Teams (<https://it.uib.no/Teams>) for the project, where we will post news, minutes from meetings, interesting articles – basically a forum for you to keep up to date on the project (if you want). Whenever we need something from you, we will continue to use [eng@if.uib.no](mailto:eng@if.uib.no)
- We are finalizing an alumni-survey, will be sent to students who have obtained a degree in English in recent years (how recent is to be determined)
- **Full-day seminar with all staff 25 September!** This is the next big thing. No one is teaching on 25 September (Wednesday) and you are all expected to join us as Scandic City for a full-day seminar devoted to the redesign-project. The seminar will be hosted mainly by UiB Læringslab. More info will come as soon as we have it.

### 4. York chaperone

Jerzy goes in week 9, Lene goes in week 10.

### 5. Visitor in week 7

The English Department will receive an Erasmus+ visitor from Izmir Institute of Technology in week 7, here to observe our program and the teaching conducted in that week.

## **09/19 Course reports, spring 2019**

The course reports were discussed in the meeting, and a few comments are noted here:

### Combination courses

When teaching combination courses (like this years' ENG222/ENG262/KVIK223/KVIK203) it is very complicated to offer good and well thought through teaching when you have four course codes with different assessment forms. Ideally, you should be able to cater the course to a certain assessment form. This is hard to do with combination courses, and all our 200-level courses fall under this category. There is always a combination of students taking i.e. ENG222 with school exam and ENG262 with supervised term paper in the same class. This is something to keep in mind for the redesign project.

The course descriptions for KVIK223 and KVIK203 need to be updated with a word count for the home exams and language of assessment. Hanne will look into this. We should also try to be more in advance the next time English is teaching KVIK203 (every third spring semester), especially when it comes to registration numbers and possibly assessment forms. It was mentioned that it would be interesting to find out how the other departments engaged in KVIK203 deals with this course. We should ask colleagues from Comparative Literature and Nordic studies about this.

### ENG340/ENG336/L-students

Is it possible to open this course to the L-students? Can we suggest more electives for the teacher training students, and do they have to take an equal amount of credits in literature/linguistics? Is there any wiggle room here? These questions came up when discussing several of the course reports, and it is something that we need to look into before the next teacher meeting in October. Is there



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*Department of Foreign Languages*

anything we can do to help the teacher students along? Dagmar, Sigrid and Hanne will start working on this to see what wiggle room (if any) we have.

The course reports will be uploaded to Studiekvalitetesbasen.

(<https://www.uib.no/studiekvalitet/77815/studiekvalitetsbasen>)

## **10/19 Other business**

### Midterm evaluation

It was suggested in the meeting that we try out midterm evaluation instead of the online survey we send out at end of term. Some of the staff have done so already, getting a much larger response rate than the online survey. It was decided in the meeting that we will try midterm evaluation this semester, fall 2019. Hanne reminds everyone about the midterm evaluation in a couple of weeks. In the meantime, if you have arranged a midterm evaluation before, please share your questions with the rest of us by e-mailing [eng@if.uib.no](mailto:eng@if.uib.no) (or any other way you see fit). But please make sure to also share between disciplines.

It was noted in the meeting that we will need to keep track of these evaluations. Each course instructor should comment on the evaluations in the course reports and give the reports to student advisor for archiving. We have to send these to the programsensor, and if possible, please make the midterm evaluation sheet scanner friendly.

A student representative pointed out that we should not stop with the end of term evaluation, but perhaps shorten it or make it non-digital. Hanne, together with the program coordinators, will look into revising the end of term evaluation and aligning it more with the questions we now ask in midterm evaluation.

### New exchange agreement

Jerzy has been in contact with University of Silesia in Poland, and after a presentation in the meeting it was decided that we will establish an Erasmus-like agreement with the English section at the University of Silesia.

### L-students and master level

We have some work to do when it comes to the teacher training program and master level courses. Might also be an idea to look into creating "separate" L courses for master level that will be opened only for L-students and that can run when we have the resources.

10.09.2019/HSM

**Comments? Send Hanne by 17 September**