



UNIVERSITY OF BERGEN
Department of Foreign Languages

Minutes

Program board meeting – English

Wednesday 5 February 2025, 12:15, room HF 217

Present: Bente Hannisdal (coordinator for linguistics and main coordinator), Astrid Haas (coordinator for literature), Aud Solbjørg Skulstad (coordinator for didactics), Kimberly Skjelde, Sigrid Ørevik, Lene Johannessen, Randi Koppen, Alice Bennett, Laura Saetveit Miles, Elizabeth Fairhead, Jerzy Nykiel, Kristian Rusten, Dagmar Haumann, Christine Fagg (student representative), Anette Lyngsgård (student representative), Malgorzata Kozak (student representative) and Eleni Solstad (secretary)

Agenda

1/25 Approval of agenda

Approved, no comments.

2/25 Information items

1. Student registration numbers (attachment 1)
We have many exchange students this semester at BA level, normal numbers at MA level.
2. York trip
We had three information meetings for the NSC's ShortCourse, one in November and two in January. 13 students are registered for the trip. Last year, with one information meeting, 11 students participated. Lack of information is thus not the reason for the low numbers.
3. Exchange agreements
We have started working on improving how we promote our exchange agreements and inform our students, including meetings with the faculty. We wish to focus on a few agreements and have separate information meetings for English students. There is also work being done to establish new agreements. The University of Birmingham is interested in an agreement with UiB, and the faculty wishes to establish an agreement with Malta.
4. Course portfolio project: status
We have to create an "emnepakke" (course package) of 30 credits and establish a "fellesemne" (shared courses) with another program. The main goal of the emnepakke is to offer an attractive option to students who do not know what to choose as their free credits. It can cover two semesters. Plan A for the fellesemne is to collaborate with the Spanish section on a course in literature/culture, but they have not made a final decision yet. Plan B is to collaborate with LLE to create a shared version of the current KVIK course. There will be a seminar about the project for all the coordinators at the faculty 14 February.



UNIVERSITY OF BERGEN
Department of Foreign Languages

3/25 Discussion items

1. Course evaluation: self-assessment reports and 3-year reports (attachment 2)
It is a recurring problem that very few students submit the course evaluation forms, which are distributed digitally at the end of each semester. We should consider having the students fill in the forms in class.
2. Reports from external program sensors (attachment 3)
No comments
3. One-year assessment report for BA and MA (attachment 4)
No comments
4. Brainstorming session for MA students to present supervisors' areas of interest and discuss potential topics for theses. Repeat of last year's session?
We will have a session Monday 10 March 16:30 in Ad Fontes, with pizza. We should also invite a few MA students to talk about their experience and thesis work.

4/25 Other business

1. Student evaluations of the WiP seminars: It is sufficient to have evaluations only in the spring semester.
2. 'Ka vil du bli' 12-13 March: This event is for lower secondary school pupils. We will try to recruit MA students or PhD candidates to present the English program.
3. The following course description changes were approved via circulation prior to the meeting:

ENG100

Current text

Teaching and learning methods

The teaching is organized as lectures and seminars in each of the disciplines, linguistics and literature. The lectures provide a general overview of different frameworks and topics in linguistics and of literary concepts and genres in literature. The seminars involve students' active participation in discussions and group work and focus on more specific areas of the two disciplines.

Lectures and seminars: up to 24 hours total.

It is expected that the students are present and participate actively in lectures and seminars. This is also part of the preparation for the exam.

Compulsory assignments and attendance

Seminar attendance is obligatory. Students must attend at least 80% of the seminars.

The students submit one text of 1000 words (+/- 10 %) in each discipline (1 in linguistics and 1 in literature). These texts discuss different topics/questions provided in the seminars or lectures and must have a list of references each.



UNIVERSITY OF BERGEN
Department of Foreign Languages

Drafts are submitted in Mitt UiB. All drafts must be approved to be able to submit the final exam.

Compulsory assignments are valid for one semester following the semester of instruction.

Forms of assessment

The assessment in the course is a 4-hours school exam with tasks from both disciplines, where one of the tasks is a reflection task where students are asked to present their thoughts on the relevance of the course content in the two disciplines in relation to their studies, society and/or professions. The remaining tasks are related to the syllabus. The final exam must be passed in both disciplines in order for the student to get a passing grade.

New text

Teaching and learning methods

Seminars: up to 24 hours total.

It is expected that the students participate actively in class. This is also part of the preparation for the exam.

Compulsory assignments and attendance

Attendance is obligatory. Students must attend at least 75% of the seminars.

In each discipline (linguistics and literature), the students must take a short written test. This will be organised as a mock exam in one of the seminars. No support materials are allowed. Both tests must be approved in order to take the exam.

Compulsory attendance and assignments are valid for two semesters following the semester of instruction.

Forms of assessment

The assessment in the course is a 4-hour school exam with tasks from both disciplines.

The final exam must be passed in both disciplines in order for the student to get a passing grade.

ENG122(L)/ENG333

Current text

Examination support material

Students are allowed to use a monolingual (English-English) dictionary during school examination. The Department will provide additional information concerning permitted dictionaries.

New text

Examination support material

No aids/support materials are allowed during the exam.

ENG339(L)

Current text

Examination support material



UNIVERSITY OF BERGEN
Department of Foreign Languages

The students may use a monolingual (English-English) dictionary during the exam. The department will provide further information on what dictionaries are approved to use during the exam.

New text

Examination support material

No aids/support materials are allowed during the exam.