

The Study Board for the Professional Master's Programmes



MINUTES

13 SEPTEMBER 2023

Forum Study Board for the Professional Master's Programmes

STUDY BOARD SERVICES AND EXAM

Meeting held 13 September 2023

STUDENT AFFAIRS

Place Panum Institute 13.2.25

BLEGDAMSVEJ 3

2200 COPENHAGEN N

Minute taker Merete Evald

DIR 45 35 33 37 83

Present

Board members: Lene Jørgensen (MRA), Peter Furu (MDMa), Anders Bach (MIND), Katharina Buscits (MDMa), Jakob Lorentzen (Neurorehabilitation), Anna Müller (CACS)

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Administration: Mette Bergenser, Mariel de Guia Britanico, Kristrun Lind Helgadottir, Merete Evald (minute taker), Gitte Hansen, Lisbeth Lyng, Carsten Sestoft, Annette Engholm Villumsen, Christine Gulstad

Agenda

1. Approval of agenda
2. Exemptions
 - a. Exemption application for changes to examination assessment CACS- SCAM13022U (annex 2)
 - b. Exemption application for change to examination assessment CACS- SCAM21003U (annex 3)
3. Orientation from the different study programmes
4. Discussion and approval of proposal for new common regulations for master's projects (annex 3)
5. Approval of exam schedules for the spring semester/Summer 2024 (exam schedule for MPH will be sent for written approval) and Approval of evaluation plan spring 2024 for MPMed (annex 4)

6. Orientation: Yearly calendar for curriculum changes 2024/2025
7. Orientation: Tina Lewis and Jørgen Kurtzhals will attend the next Study Board meeting on 15th of November and discuss sustainability.
8. Discussion: Addition of an extraordinary meeting where Kristian Lauta prorektor for education at KU can join, in the fall 2023.
9. Discussion: ChatGPT and how it can be used in teaching and examination (Guest Ulla Blomhøj from COBL)
10. Plan for upcoming meetings and topics for discussion:
 - Marketing, how do the programmes advertise for their different programs.
 - Masters project, how do the programmes start the master projects and how do they supervise them
 - Master projects in the future (her under):
 - How do the programmes see the next 3 years?
 - Micro credentials
 - How do the programmes do e-learning
11. AOB

Ad 1) Approval of agenda

The agenda was approved by the present members of the Board with the addition of a presentation round.

Ad 2) Exemptions

Two exemption applications were discussed: one involving a change in examination type without the necessary censorship and the other related to an un-registered grade. There was agreement among the present Board members that the exemptions should be approved in both cases.

The Study Board was not quorate; decisions from the meeting were sent for written approval and were approved on 6 October 2023.

Ad 3) Orientation from the different study programmes

MIND & MRA: The programme evaluation was finished in May and is now awaiting deanery approval. The external assessors liked the programme and provided valuable input for minor improvements along with a pedagogical expert. Additionally, the programme's price was adjusted as of 1 September 2023. Lene also added that the programme will celebrate its 20th anniversary in 2024.

MPH: The programme had a very good summer uptake. They are currently planning a conference targeting previous students with a focus on the health services closest to the citizens. They are also working on the programme evaluation.

Neurorehabilitation: As they only have uptake every second year, there were no new students this year. They are currently planning changes for the next round of uptake and hope to make the programme more accessible to an international audience.

CACS: The programme also has a biennial uptake with a new intake to begin in week 41. There may be some course adjustments due to lack of applications. Overall, the programme is running as usual and has introduced a new surgical course.

MDMa: Peter noted that within a week, natural disasters in Morocco and Libya have highlighted the increasing relevance of the programme. Nevertheless, they are challenged by low uptake; the price may be an issue. Peter has handed over the function as Head of Studies to Emmanuel Raju but will remain on the Board to ensure a smooth transition.

MHD: An evaluation has been submitted to the deanery and is awaiting approval. They received good feedback from the panel, and the focus is on finetuning the pedagogical skills of the academic staff.

Ad 4) Discussion and approval of proposal for new common regulations for master's projects

It has not been a tradition at SUND to have a common framework regulating the master's projects. This has resulted in cases getting lost in the system due to unclear rules, but also in students stress-testing the system. Mette stressed the need for clear rules and presented a new model of common regulations. The programmes need to decide which of the two models they prefer.

Proposal 1:

Currently, the pharmaceutical and veterinary programmes differ from the others as they have fixed dates for starting the master's project, while the rest are more flexible; it is proposed that they have fixed periods instead. The present Board members were positive towards the proposal and agreed to approve it without changes.

The Study Board was not quorate; decisions from the meeting were sent for written approval and were approved on 12 October 2023.

Proposal 2: The proposal includes two models: one involving notifying the administration of an extension and the other based on an application with valid reasons for extension. The Administration prefers that all programmes choose the same model for extension of thesis submission deadlines.

While most participants had no issues with the first model, there were some concerns regarding the second model. The discussion covered issues such as time limits for extensions, the question of extra supervision hours, and the possibility of setting a cap on the number of extensions. The present Study Board members approved the proposal and chose the first model.

The Study Board was not quorate; decisions from the meeting were sent for written approval and were approved on 12 October 2023.

Proposal 3 and 4 were discussed after item 9 due to the guest presentation.

Proposal 3: There was agreement on the importance of conducting oral re-exams as soon as possible, preferably within a month, excluding holiday periods. The present members of the Study Board approved the proposal with the following changes:

- The new submission date for students who fail to submit their master's project will not be three months as stated in the proposal but will follow the same principles for setting new dates as proposal 2.
- The Board wanted to clarify that July and August are not included when setting a new date for an oral exam (otherwise no later than one month after the original exam date).

The Study Board was not quorate; decisions from the meeting were sent for written approval and were approved on 12 October 2023.

Proposal 4: The final proposal concerned the possibility of deregistering. Sisse and My's programmes are the only two programmes to include the possibility and they agree on the proposal without changes.

The Study Board was not quorate; decisions from the meeting were sent for written approval and were approved on 12 October 2023.

Ad 7) Orientation: Tina Lewis and Jørgen Kurtzhals will attend and discuss sustainability at the additional Study Board meeting in November that has been set up for Kristian Lautu. Krístrún Lind encouraged the Board members to consider if they have any topics for the sustainability discussion.

Ad 9) Discussion: ChatGPT and how it can be used in teaching and examination (Guest Ulla Blomhøj from COBL)

Ulla Blomhøj made a presentation on AI chatbots in education. She gave several suggestions for integrating AI chatbots into teaching, including the creation of cases, questions, quizzes and helping formulating feedback. She stressed that the teachers still need to validate the chatbot suggestions.

Already outdated surveys show that half of students use chatbots. The current guidelines state that chatbots are not permitted at exams unless explicitly allowed. Ulla presented the different factors to consider when asking whether an exam is impacted by ChatGPT and a decision tree to help decide on allowing it or not.

The Board discussed the difficulties of spotting and proving the use of ChatGPT. Mette pointed out that the reason the item is on the agenda is that the possibility to make changes to the course descriptions and exams are coming up, so now is the time to consider the issue.

Ad 5) Approval of exam schedules for the spring semester/Summer 2024 and Approval of evaluation plan spring 2024 for MPMed

The Study Board was not quorate; decisions from the meeting were sent for written approval and were approved on 6 October 2023.

Ad 6) Orientation: Yearly calendar for curriculum changes 2024/2025

The Board had no comments on the proposed calendar.

Ad 8) Discussion: Addition of an extraordinary meeting where Kristian Laut, prorector for education at KU, can join, in the fall 2023.

The Board agreed to schedule an extraordinary meeting in the fall for Kristian Laut to visit.

Ad 10) Plan for upcoming meetings and topics for discussion.

The Board decided not to include additional topics for discussion in the next meeting as there is already enough content.