



MINUTES

24 MARCH 2023

Forum Board of Studies at Social Data Science

Meeting held 24 March 2023, 15.00-17.00

Place 1.1.12

Minute taker Sidse Gutfeld Overbeck Ærstrøm

EDUCATIONAL SERVICES

SECTION FOR COORDINATION AND
PLANNING

ØSTER FARIMAGSGADE 5, BUILDING
12, 1ST FLOOR, ROOM 12.1.01
POSTBOKS 2099

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Present

Kaylie Clark (Vice), Camilla Veronica Branas, Samantha Dawn, Nikolaj Arpe Harmon (arrived at 15.13), Søren Kyllingsbæk (Chair), Friedolin Merhout (HoS).

Absent

David Anthony Charles Broomham, Tereza Blazkova, Csilla Duray, Gregory Eady, Philipa Olivia Dige (Student Counsellor).

Attendees

Sidse Gutfeld Overbeck Ærstrøm (Programme Coordinator), Christian Thomas Nielsen Garcia (former Student Representative), Rikke Truelsen (Administrative Officer).

Agenda

1. Approval of Agenda / Søren (5 mins., 15.00-15.05)

Decision: The agenda was approved.

2. News from the Student Representatives / Kaylie (15 mins., 15.05-15.20)

- Exam group assignment, specifically a process handling problematic groups and 'free riders.'

Discussion: Students raised the issue of fellow students not showing up for group work. Students were informed that they should try to solve the issue as a group. In this regard, it was suggested that groups start out with an alignment of expectations. If groups find it difficult to solve the issues themselves, then they were advised to consult the Student Guidance or the Pedagogical consultants.

- The possibility of starting an SDS voluntary mentorship program (5 min max)

Decision: Item was postponed until the next SB meeting.

- Briefing on the 2023 Regional Conference for SDS Master's Research from Christian Thomas Nielsen Garcia.

Orientation: Christian informed the board on the process since the last SB meeting. The Conference is set for October 2023 and sister programmes across other European Universities has also been invited. As of now, there are 30 interested presenters/publisher: 14 from UCPH, 16 from London School of Economics and Oxford University. Lund University and Aalborg University has also shown interest in the Conference. 6-10 students from SDS at UCPH have expressed interest in volunteering in the organization of the event, and Christian will now move forward with invitations (and rsvp), budget proposal, venue, keynote speaker and possible fundings.

- The students would like to create a women's association, probably as a part of the Subject Council.

Orientation: Kaylie informed the board on the subject. The Women's association will either be part of the Student Association or will stand on its own. The focus of the Association will be to 1) create a space to talk about gender 2) raise awareness on the subject 3) bring point of interests into the development of the programme curriculum.

Søren added that it might be possible to apply for funding through the Subject Council.

- The students would like a briefing on gender equality work in the program thus far: what is done to make sure there are women teachers, inequality included in the curriculum, addressing gender dynamics among students, etc.

Discussion: All staff representatives stressed the importance of having gender balance amongst teachers and TAs. Until now, gender equality has

been emphasized at course level but not consistently at programme level. The programme leadership has only limited influence on the teachers available to teach in the programme but in the future, there will be a more proactive attitude regarding gender diversity when hiring instructors and TAs, especially in the first semester of the programme, since gender diversity is extra important in the formative period of the programme.

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3. Briefing on decisions regarding exemptions and credit transfer / Rikke Truelsen (15 mins., 15.20-15.35) CLOSED DOOR ITEM

- a. **Orientation:** *Rikke will brief the board on decisions made in the previous semester. SB must decide whether to approve of the proposed new practice. (Annex 3.1)*

There has been granted a number of exemptions. Most exemptions are being made administratively. Rikke proposed that the board extend broader scope to the administration to approve requests for exemption administratively rather than through a formal vote at the board.

Decision: The board decided to approve the proposed new practice.

4. Discussion of the course evaluation of block 1, block 2 and fall 2023, Friedolin (25 mins., 15.35-16.00) CLOSED DOOR ITEM

- a. **Orientation:** *The board must review the results, and if any unsatisfactory conditions emerge, discuss action plans to remedy them.*

HoS explained that there has been established a common way for evaluating courses across the faculty. Five key items of the results generate ratings from A to C, with B-ratings classifying courses running well with potential minor areas for improvement but no need to intervene from the board or programme leadership side.

It was emphasized that the evaluation is a way for the students to participate in the checks and balances, and their evaluation of a course will go back to the teacher and the course responsible. The students need to be aware of this since their response is of decisive importance to the future development of the course and the programme.

- b. **Discussion and decision:** *The Study Board must discuss and decide on the HoS suggestion for course categorisations. (Annexes 2.1-2.11)*

Decision: The Board approved the suggestions for course categorisations following the common SAMF scheme as follows:

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- Social Data Science Base Camp: B
- Elementary Social Data Science: B
- Social Data Analysis: B
- Data Collection, Processing and Analysis: B
- Academic Internship: B
- Master Thesis: B

5. Curriculum / Friedolin (15 mins., 16.00-16.15)

a. Approval of minor changes, including course descriptions

i. Change of the Master Thesis defense.

***Discussion and decision:** The board needs to discuss and decide on proposed language changing the Master's Thesis defense to allocate time for a pre-meeting between the examiner and the censor. (Annex 4.1, Revised Master's Thesis Description)*

Decision: SB approved that up to 1/6 of the thesis defense time should be reserved for at pre-meeting between the examiner and the censor. This will be added to the September 2023 revision of the CUR.

ii. Change of the Social Data Analysis exam.

***Discussion and decision:** The board needs to discuss and decide on the proposed language changing the exam of the course. (Annex 4.2, Revised course description SDA)*

Decision: It was approved to drop the portfolio part of the exam to only have the written assignment made in groups of 3-4 students in the end of the semester. The decision was made based on the course evaluations and the teachers' feedback.

6. Proposal of a constitutional change in the SB of SDS / Søren (20 mins., 16.15-16.35)

- a. **Decision:** *The board should decide on whether to suspend the equal representation of staff from the teaching departments.*

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Decision: SB decided to approve of the suspension of the equal representation of staff in the SB of SDS. Furthermore, it was decided that with the suspension of the equal representation Friedolin will step out of the board as a representative for Sociology as of May 2023. He will, however, continue to attend the board meetings as HoS. It was also decided, that Søren will step down as Chair and will leave the board as of May 2023. This leaves two vacant spots in the board amongst the staff members, and the board would like to nominate Andreas Bjerre-Nielsen (the Department of Economy and SODAS) and Rosa Lavelle-Hill (department of Psychology and SODAS) as new staff representatives in the board.

7. News from Head of Studies / Friedolin (15 mins., 16.35-16.50)

- a. **Orientation:** *The HoS will brief the board on the key study data and the exam complaints statistics. The board can ask questions for clarification. (Annex 6.1 and 6.2)*

The intake has been almost doubled since the first intake in 2020 (from 39-76 students). Two thirds of the students are non Danish citizens. The high intake of students might increase drop out and the study progression (the average amount of ECTS credits per student per year).

- b. **Orientation:** *HoS will brief the board on the Programme Report.*

The report is being written. Generally, the results are positive.

- c. **Orientation:** *Assessment of internships and Master's Thesis supervision.*

HoS informed about the distinct procedure for the evaluation of Internship and Master Thesis.

- d. **Items for the next SB meeting.**

- i. new common room.
- ii. coding café as a permanent offer once a week every semester.
- iii. Support to students in regard to their mobility window.

8. Supplementary questions for the evaluation of Academic Internship and Master Thesis / Søren (5 mins., 16.50-16.55)

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Discussion and decision: the board must discuss and decide whether to add supplementary questions to the questionnaire for courses based on supervision. (Annex 8.1).

The decision will be made in an e-mail hearing during the beginning of April.

9. AOB / Søren (5 mins., 16.55-17.00)

- Kaylie would like to add feedback for the exam as an item at the next SB meeting.