

# Board of Studies (BoS) – 5 November 2020

## Agenda

**1. Approval of agenda**

**2. Approval of minutes from meeting 8 October 2020**

**3. FYI: Moving from owncloud to Teams/sharepoint**

Stine and Dorthe have met with experts in SAP to discuss and decide how we organize ourselves when moving out of owncloud. We have decided to place documents in SAP Files (sharepoint). You will access them via a link in Teams. To make records management easy, we decided to keep to emails and not activate the chat in Teams.

Before the 26 November meeting, a link to the BoS folder in sharepoint is placed in Teams and BoS' documents are moved to sharepoint. The agenda and appendices for the 26 November meeting are placed in sharepoint.

Guests: John-Arne Jensen and Danny Schmidt from SAP.

Appendix 1 (*uploaded asap*)

**4. Education Portfolio Report 2020, BoS writes their statement**

Following the annual Study Programme Reports, written by Heads of Study Programme, Education Group and Heads of Department write the annual Education Portfolio Report. In November, Executive Management and Education Group + Heads of Department discuss the report and its Action Plan for the coming year.

Before the report is sent to Executive Management, BoS discuss it and makes a written statement on the report and its contents (analyses, Action Plan etc.). The statement is sent to Executive Management, Education Group and Heads of Department to be taken into consideration when they discuss and finalize the report and Action Plan.

NB: VIP/DVIP-ratios are for Spring semester 2019, not all of 2019.

See also the item on CrossDIT.

Appendix 2

**5. CrossDIT, BoS continues discussion**

The course was briefly discussed at the 23 September meeting in connection with credit transfer decisions. BoS decided to see what is written in the Education Portfolio Report before discussing the course and their recommendations for its future further.

BoS can include comments on the course in the statement on the Education Portfolio Report (or proceed in another way).

Appendix 2 (same as item 4)

**6. FYI: Study Environment Assessment 2020**

The revision of ITU's evaluation portfolio included changes to the concept and process for our Study Environment Assessment. BoS approved the general concept in 2019. BoS is hereby informed on the details of the new concept and process.

The survey runs from 20 October. BoS members are encouraged to do what they can to get a high response rate.

Appendix 3

Guest: Karina G. Christensen from Dean of Education Support

**7. Diversity officer, BoS decides how to proceed**

Since the BoS meeting 8 October, Sophia has talked to student and staff members of the Board of Directors. A staff member informs, that the issue of hiring a new diversity officer has been raised with the board, who consider it an internal issue which the board should not be involved in. Thus, BoS must find another way to proceed, e.g. by teaming up with Education Group and/or Heads of Department.

Bos is to discuss and decide how to proceed.

**8. AOB**