

## **Minutes Meeting EdCOM Wednesday 22th of April, 2020 (14:00-15:00)**

Microsoft Teams

**Present:** Quentin Bourgeois, Ian Simpson, Marjet de Ruyter, Oda Nuij, Mariëlle Portier and Zoë van Litsenburg

**Absent:** Lizzie Hicks (class) & Mike Field (other meeting)

### **1. Opening**

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### **2. Announcements**

First the matter of the WA3.2 exam was discussed. There was an email this morning regarding this issue and how it was resolved. Response from the first-year students: they are happy that clarification was given in the end.

Action undertaken to prevent similar issues: Someone has been appointed to make sure info regarding exams will be provided on time.

Feedback on online exams from the last weeks:

- Archaeological theory: There was some stress because students could only hand it in 10 min before end time. Announcement on the start time of the exam was confusing, but 3 or 4 days before exam information was provide to the students.
- Complex societies exam: This was a timed exam (90 min) with open and multiple-choice questions. Questions regarding if people could finish? It seems that most students finished, however also quite a few did not. What does the faculty do about this? Staff take practice exams to see if it possible. It is a learning process to see how online exams can be best facilitated.

Action points:

- Highlight concerns students have with the online exams, and bring the concerns to Joanne Mol, Roos van Oosten, Marja Verstellen. Bring feedback together and advise on the side of being lenient to students who has had problems.
- MP and other student reps who had online exams write short email on what went right/wrong in the exam.
- Get more information on what other faculties do. QR will ask Roos about it.

### **3. Minutes previous meeting**

- Can be published

### **4. Minors**

Last year was the first year that minor path was carried out and feedback is needed on this part.

Main questions concern itself with:

Is the minor program working the way it is supposed to do?

Are students happy with the program/opportunity to do a minor?

Feedback from student's perspective on how these minors are going:

ZL: Students like going off in different directions. But they miss half a year of archaeology courses and the community. It is a bit of a weird switch after the summer holiday. But now after the minor is completed, it was not as bad as first expected.

ZL: offers to set up questionnaire to get opinion/suggestions of third years regarding what is working and what is not working with the minor program. The results will be presented to Joanne and the Board, so they can undertake actions.

For conducting the questionnaire, a special format such as formdesk will be used and the goal is to try and get feedback for next meeting, to be able to make some recommendations

IS: Raised the point of thesis communication in BA3 regarding finding supervisor. The students were not incentivized to do this. Some students looked for contact themselves. Important to discuss another meeting to see how this can be improved.

## 5. Master Applied Archaeology

A memo was sent to inform on progress of how this master program is coming along. There is a trial period since September. In the long term the goal is to make it a full and separate MA program together with Deventer. Half of education at/by Deventer and half by Faculty of archaeology Leiden. Thus, it will be a joined MA, not sure if professional (Deventer responsible) or academic (Leiden responsible) MA yet.

Important points from the memo:

- Education is the normal price
- 1-year master track
- English teaching lang.
- Exams are possible in Dutch > if all, then some teachers can have a higher burden.  
Thesis could be written in Dutch

Action point:

- Invite Richard and Femke to discuss where this program is heading, what expectations are from this project and to get general clarity on status of project.
- QB: Ask Jan what the board's perspective is on this matter. Possible invite him as well.

## 6. Student affairs

- ZL:
  - All student representatives had a meeting together (The Sounding board). We all worked on gathering general complaints and questions from the students.  
Action: The file compiled with complaints and questions will be shared in edcom teams
  - Internships: Klinkenberg send out an email via the blackboard Internship module regarding digital internships. However, students not enrolled in this did not receive this, while this is also important to them.
  - Community feeling: still activities organized by Terra, people can attend if they want to. It is still hard to reach some students.
  - Rory will look into the master students to see how they are doing

Suggestion: still send out an email letting students know that they are working on issues. Students need to see that stuff is happening. Highlight the issues that individual lecturers cannot address

Action: send email to people that work on this that this is really necessary. Point out that students want to have that extra info and info from one central point of the faculty.  
Next week contact Joanne and Marten Jesse to bring up the point again.

Action: list of points from student advisors on teams> add on to it

- IS: Early modern era course has been postponed. What other courses are postponed?
  - Fieldschool 1
  - Practical part Material studies
  - Zoology/Botany/Osteo lab practices.
- QB: on the transition BA-MA. A policy is being made, also thesis will have a grace period. They are looking into on how to still have a balanced BA 2 year (current 1<sup>st</sup> years).

#### 7. **AOB**

- ON on behalf of LH: Did something happen on the front of the disability learning?  
QB: memo is not written yet.
- ON: When will be OER be discussed  
QB & MR: this is delayed, hopefully next meeting

#### 8. **Closure**