



## Minutes of The Board Meeting - Spanish Language and Latin-American Studies

**Date:** 21<sup>st</sup> of April 2021

**Time:** 12:30-14.00

**Place:** digitally (Zoom)

**At the meeting:** Xavier Llovet Vila, Miguel Angel Quesada Pacheco, Roxana Sobrino Triana, Synnøve Ones Rosales, Ernesto Semán, Maria Soledad Marambio Castro, Alba Carmona Lazaro, Kari Soriano Salkjelsvik, Zoila Solange Estrada Saballos and Robert Graff Bakkevold (secretary).

### **07/21            Approval of agenda**

Approved

### **08/21            Approval of minutes – Board Meeting 17<sup>th</sup> February (attachment 1)**

Approved

### **09/21            Orientation**

#### *1. Seminar at Terminus 12<sup>th</sup> of May*

The seminar aims to prepare all parties dealing with the hybrid model consisting of courses at campus and online.

### **10/21            Discussion**

#### *1. Hans Jakob Ohldieck's external report (attachment 2)*

*Hans Jacob Ohldieck has reviewed the 100-level of our bachelor program. The Board Members are set to comment the content of his report. The head of the Spanish language and Latin-American Studies section will further on write a note on behalf of The Board which will be sent to Studiestyret ved HF.*

The Board considered several of Ohldieck's inputs and advice. Representatives from all discipline's made their comments (both positive and negative) and the person with head responsibility made notes.

#### *2. Organizing customized SPLA-courses in academic writing.*

*Xavier Llovet Vilà has followed up the agenda from last meeting and has been in contact with Pål Steiner at University of Bergen Library (UB). Vilà will present the outline of his correspondence with Steiner and open for a discussion on how to proceed.*



The University Library do offer courses in academic writing. Steiner wanted to meet with our academic staff at fall semester to sort out the outlines of a more customized academic writing course that consists of both modules and physical teaching. The Board agreed upon making sure that every discipline will represent in such a meeting.

The Board members discussed whom will get this offer, bachelor- or/and master students. One proposal was to give the bachelor students modules/teaching in academic writing during their 2<sup>nd</sup> and 3<sup>rd</sup> semester.

The Board agreed upon not making these kinds of courses mandatory but make them appear in the students calendar or when the time being make it a part of the respective course descriptions under the section "Arbeids og undervisningsformer".

3. *Funding for extra seminars during fall semester 2021 (attachment 3)*

*The section applied for funding of weekly colloquiums (KFK+100, SPLA119, SPLA639, SPLA118 and SPLA638) and was granted money to hire teaching assistants (students). The Board may discuss practical issues like; time schedule (booking of weeks) and process of appointment (who make the call: head of section or person with course responsibility?).*

Xavier, Kari, Synnøve and Roxana did in total considered three candidates and had or was going to get in touch with all of them separately. One the question of weeks the Board agreed upon deciding at the next teacher meeting 12<sup>th</sup> May. The plan was to invite the potential teaching assistants to this meeting.

11/21

**Decisions**

1. *Kari Soriano Salkjelsvik will present some proposed changes in the following course descriptions concerning the discipline of Latin American Literature: SPLA108, SPLA118/SPLA638 and SPLA312.*

*Potentially changes in SPLA108 will first come to action from spring 2022 and in SPLA118/638 and SPLA312 from fall 2022.*

*Other staff members may propose changes in other courses during this session or send the Secretary proposals which will be sent by circulations.*

(Kari incorporated SPLA208 and SPLA258 as a part of this case since it was noted after the minutes was sent to the board members.)

**SPLA208**



Kari presented her suggestions of doing some changes in SPLA208. First, integrate the term “culture” in the course name and in the learning outcomes. The Board discussed this matter and then approved. The Board did also approve a new set of mandatory assignments.

### **SPLA258**

Kari presented her suggestions of doing some changes in SPLA258. First, integrate the term “culture” in the course name. The Board discussed this matter and then approved. The Board did also approve the use of an oral presentation as part of the mandatory activities. The students will now have to present something related to their bachelor thesis.

### **SPLA108, SPLA628, SPLA118 and SPLA638**

Kari presented her suggestions of doing some changes in SPLA108/SPLA628 and SPLA118/SPLA638. Both proposals dealt with the amount of teaching hours and the form of it. The suggestion reflected the need of increasing the workload with a 1 hour of digitally lecture, that give a potential of 5 hours of teaching per week. That digitally lecture is intended to be used by the SPLA628 and SPLA638-students respectively as well and make it reduce some costs in use of working hours.

The secretary informed the Board about changes that requires need of more resources (working hours or funding) needs to get a clearance from the head of department. The change will be administrative postponed in EpN until that clearance has been given.

Kari suggested in comparison to the rest integrate the term “culture” in the course name and in the learning outcomes. The Board discussed this matter as before and then approved.

**12/21**

## **Other business**

### **1. Semester start**

One Board member stated that it is not a good solution to let all of our courses at bachelor level start at the same week. The secretary will inform the exam consultant about this issue and make sure that at least one course starts later than the rest.

### **2. Question from the Head of Department: Will it be problems teaching courses at 300-level online during the fall semester?**

The Board did not see any difficulties using digital platforms if needed.



UNIVERSITETET I BERGEN

*Institutt for fremmedspråk (IF)*

21.04.2021/RGB