

OLC Meeting Minutes
November 18, 2020

OLC Members Present: Marat Markert, Hannah De Mulder, Irene Hadiprayitno, Jeff Fynn-Paul, Kim Deschka, Vivian Graham, Emma Nundel, Ivan Anderegg, Chiraz Hassoumi, Looi van Kessel,

Additionally Present: Giles Scott-Smith, Jaap Kamphuis (Programme Board)

1. Introduction Round New OLC Members

- New OLC members include Emma, Ivan, Vivian, and Chiraz. Kim is a returning member from the previous year's OLC.

2. Document sent by the programme board:

- Regarding set-up for assignments going for the upcoming online semester
- Proposal: Change in weight tutorial from 30% to 40%, No midterm for International Relations (IR).
- Goal is consistency across courses
- Key points from discussion:
 - Area courses will retain their midterms, and their midterms/finals will be weighted equally (30%/30%). Area tutorials will be weighted more heavily (40%).
 - Core courses will not have midterms, and will have a finals weighted 60% and tutorials weighted 40%.
 - This seems to respond to most teachers' wishes
 - PB is looking for a way to not cause too much burden, but still allow flexibility. Not having midterms does not seem to negatively affect grades (based on student performances during the past 2 years), and reduces assessment/workload. Requires rebalancing.
 - There will be no midterm for International Relations or Foundations of Political Economy.
 - Exams will be formatted as three hour long exams.
 - Previous 24 hour exams went quite well, but led to very long exams for students.
 - Lecturers will be advised to hold a Q&A session beforehand, open to all students, within which they will clarify referencing requirements.
 - After this upcoming semester, these changes will be discussed to see if they will continue into later semesters.

3. Programmanormen

- Second document brought by PB
- Committee expresses desire for fewer 5 EC courses. The suggestion is to have one 5 EC course less and a 10 EC course more.
- PB has no desire to change this at the moment. Programme is quite efficient and has changed substantially in the last few years.

- Digital Humanities or others may potentially be included in the future, to be included in/replace Research Methods, but just working ideas so not something that can be discussed fully yet.

Programme Board (Giles and Jaap) leaves. OLC Members stay for the remainder of the agenda.

4. Previous Lecturer Complaints

- The OLC discussed the issue of replacing lecturers in core courses and whether it should be informed/consulted about such changes by the Programme Board.
- Background: back in June the OLC received a query from a lecturer about him being replaced in a core course, asking whether the OLC has a say in such decisions.
- As it stands now, the OLC has no formal say regarding lecturers being replaced, as its right of advice applies only to changes in the curriculum, and hence it is not usually something the programme board would typically communicate with the OLC.
- Question from an OLC member: Can the OLC be involved in future issues like this?
 - Answer: Formally no, decisions are made by the institute. Since it's not a change in the curriculum it is not our field.
- Programme board could indicate planned changes in the curriculums to the OLC, so that the OLC can give feedback if it's deemed necessary. Procedure change for the future?
 - Answer: No right to refuse changes, but we can ask to be informed so we can discuss them.

5. Secretarial support and administrative changes

- Paid student assistantship for administrative support, secretary title.
- 0.1 FTE, clear obligation.
- If no current OLC member wants the position, it will be advertised more broadly.

6. Additional Issues/Discussion

- Proposal for addition of statistics course to IS
 - There already exists an opportunity for IS students to take on an optional statistics course through the university.
- Open hour for students to deal with OLC matters
 - Proposal for this to be organized.
- Issue of language in practice.
 - Point to be discussed at next meeting
- Next meeting will primarily be about first semester evaluations. If enough points are raised in the meantime, we will have an additional meeting.
- Decision to seek input from first years, as none are represented in the current OLC.
- Technical question regarding evaluation: Are people okay with it being handled the same way as last semester?

- Survey fatigue, low response rate, but difficult to change the survey as it is the standard Leiden University one sent for all courses. Therefore, it is not really possible to change.

Meeting Overview:

Key Decisions:

- Approval of Programme Board document regarding assignments for upcoming online semester. This includes:
 - Area courses will retain their midterms, and their midterms/finals will be weighted equally (30%/30%). Area tutorials will be weighted more heavily (40%).
 - Core courses will not have midterms, and will have a finals weighted 60% and tutorials weighted 40%.
 - There will be no midterm for International Relations or Foundations of Political Economy.
 - Exams will be formatted as three hour long exams, and Lecturers will be advised to hold a Q&A session beforehand, open to all students.
 - After this upcoming semester, these changes will be discussed to see if they will continue into later semesters.
- Programmanormen Document
 - Committee expresses desire for fewer 5 EC courses, with the suggestion to have one 5 EC course less and a 10 EC course more. PB has no desire to change this at the moment, OLC agrees.
 - Digital Humanities or others may potentially be included in the future, to be included in/replace Research Methods, but just working ideas.
- Lecturer Complaints
 - OLC has no formal say regarding lecturers being replaced, Marat will inform the lecturer of our discussion.