

## **Minutes Commission Mixte meeting 10 December 2013**

Present: Deborah Madsen, Valerie Fehlbaum, Emma Depledge, Elio Correia Fonseca, Paloma Lukumbi, Linda Hinni, Mee Ji

Meeting started at 19h15.

### **New Members :**

Welcome to Mee, Elio, and Emma.

### **Staff News**

Fonds National Suisse: Kimberly Frohreich will be absent in the spring semester; Richard Zimmermann for the whole year.

Process for replacing Professor David Spurr who is retiring at the end of the spring semester 2014:

Professor Spurr won an MLA prize for best book in comparative literature, which is a very prestigious prize.

The first meeting of the nomination committee took place during the first week of December, and there were 73 applications. The commission decided a long list of nine applicants, who will be asked to send in their monograph and four articles before narrowing it down further to the applicants who will be invited to present a lecture. It is really important that as many students as possible attend the trial lessons.

### **Exams:**

Contrôle continu in BA5 and BA6: teachers have a choice of three different forms of assessments: **either** two in-class tests, **or** two take-home essays, **or** one in-class test plus one take-home essay. Students are asked to write a total of at least 15 pages of work (or the equivalent under test conditions) for their contrôle continu. In all seminars there will be two pieces of work required: one at mid semester -- so that students can have a sense of their progress -- and one at the end of the semester. One third of the grade comes from the mid-semester test, and two thirds from the final assessment. The requirements for seminars are the same as before: a mid-semester assessment, reading, participating in the seminar discussions, and an oral presentation.

Paloma mentioned that some students are not happy with the fact that attestation and graded papers have to be handed in three weeks before the exam session starts but this is a Faculty rather than departmental policy.

### **Attendance Policy:**

The meeting agreed that attendance should be a requirement. The Faculty rules state that there is no compulsory attendance but in the English Department the seminar requirements demand active participation in class discussions and it is impossible for students to participate if they are not present in class.

### **Noted:**

Deadline for *Noted* is 24 January 2014.

**Prizes**

Reminder that the end of December 2013 is the deadline for the Thomas Harvey Prize, which supports a research project in an Anglophone country; details are on the departmental website.

**AOB**

Commission Mixte meetings – next meeting will be held as soon as possible after the exam session of May/June 2014, in order to discuss feedback on the exam process.

Meeting ended at 21h30.