



DECISION

Reg. No.
STYR 2021/295

Date 8 December 2021

Education Board

Decision on exemptions from specific points in the List of Rights – Lund University Students' Rights and Responsibilities

Background

The *List of Rights – Lund University Students' Rights and Responsibilities* (2017/249), was approved by the Vice-Chancellor on 10 September 2020 and serves as a support for students, departments, faculties and students' unions to clarify what first and second-cycle students are entitled to and in certain cases also what responsibilities they have. The List of Rights entered into force on 18 January 2021.

According to point 8.3 of the List of Rights, exemptions from the List of Rights may be granted by the chair of the university-wide Education Board following a request from a faculty board.

Request for exemption

The Faculty Board of the School of Economics and Management (LUSEM) has delegated to the Deputy Dean of the faculty responsible for first and second-education, after consultation with all Directors of Studies and in consultation with the School of Economics and Management Students' Union, the decision to request an exemption from the following points in the List of Rights:

List of Rights 2.3: When credits and grades are available, the department has an obligation to promptly – at the latest 15 working days after the exam – document the information in the student register (Ladok). Reporting is to be carried out no later than 10 working days

before a re-sit. In the case of a grade review, the student concerned is to be informed about all material of importance to the decision and be given the opportunity within a set period to make a statement about the material before the decision regarding a change is taken, in accordance with section 25 of the Administrative Procedure Act (2017:900). Changes to grades are to be carried out in accordance with chapter 6, section 23–24 of the Higher Education Ordinance. If exam results are altered, the student concerned must be informed.

LUSEM requests an exemption from this point based on the following: Exam results should normally be documented within 15 working days after the exam. For courses with more than 200 students, LUSEM requests this be extended to 22 working days. This is in order to give examining teaching staff a reasonable timeframe within which to make a correct assessment of the exam results. LUSEM has agreed, in consultation with the School of Economics and Management Students' Union, that this point shall be valid for one year and then shall be evaluated before a possible renewal of this exemption request is made.

List of Rights 3.10: The University is responsible for ensuring that exams are not to be timetabled to end later than 19:00 on weekdays, with the exception of online or evening courses. Regular exam instances are not to be timetabled on Saturdays, Sundays and public holidays in the Swedish calendar.

LUSEM requests an exemption in order to schedule examinations on Saturdays and Sundays for online courses that are aimed at working professionals. In order to meet the needs of students, it may be necessary to schedule exams for these courses at weekends.

List of Rights 5.1 and 3.11:

3.11 The University is responsible for ensuring that exams and compulsory components are not to be timetabled later than one week after the end of the spring semester or earlier than three weeks before

the start of the autumn semester, unless the students and examiner agree on another solution. Exceptions may be made for summer courses.

5.1 The University is responsible for ensuring that for every course/module the following are organised in addition to the regular exam:

- re-sit five to seven weeks after the regular exam and
- one further exam session for courses completed in the past academic year (catch-up exam).

LUSEM requests an exemption from this point based on the following: Point 5.1 states that re-sits must take place five to seven weeks after the regular exam. At the same time, point 3.11 specifies that exams may not take place more than one week after the end of the spring semester or earlier than three weeks before the start of the autumn semester. This makes it impossible to organise a re-sit on an allowed day for courses whose regular exam is in the last four weeks of the spring semester.

This affects several courses at LUSEM. LUSEM would therefore like to request an exemption from point 5.1. for courses whose regular exams take place during the last four weeks of the spring semester. LUSEM requests an exemption that allows re-sits for courses whose regular exams take place during the last five weeks of the spring semester to be held during the last three weeks before the start of the autumn semester.

For the same reasons, LUSEM requests an exemption for courses whose regular exams take place during the period 10-26 November that allows re-sits for these courses to take place no later than 14 January. This is to avoid re-sits having to be scheduled during the Christmas holidays or Epiphany.

List of Rights 5.4: The University is responsible for ensuring that the student, if the form of examination allows it, is to be anonymised in exam assessment in relation to the teaching staff member conducting

the assessment. Written invigilated exams are to be anonymised. However, the examiner must have access to the names of the examinees during the grading procedure before the grading decision is taken.

LUSEM is currently implementing Inspira, a tool for digital examinations. LUSEM is one of the first faculties at Lund University to implement this at a larger scale. Inspira can also be used for campus-based invigilated exams and will bring new opportunities for the administration of examinations, including those that are invigilated. LUSEM requests an exemption from anonymous examinations for a period of one year, in accordance with point 5.4 above. This is to allow the continued implementation of Inspira at the faculty, and thereafter to design a model for anonymous examinations compatible with Inspira.

LUSEM has agreed, following a consultation with the School of Economics and Management Students' Union, that this shall be valid for one year, after which an evaluation will be conducted of how the implementation of anonymous examinations has progressed within the faculty. The School of Economics and Management Students' Union considers the speedy implementation of anonymous examinations to be a top priority.

List of Rights 6.2: The University is responsible for ensuring that at least one supervisor for academic papers is employed on the teaching staff at Lund University.

LUSEM requests an exemption from this point in order to be able to use a wider pool of supervisors, including doctoral students, employed researchers and people with external expertise. None of these groups are employed on the teaching staff, but where they are deemed to have equivalent skills to a member of the teaching staff at LUSEM, the faculty wishes to use individuals from the above groups to provide both an increase in the quality of supervision and access to the skills required to deal with the large volume of degree projects.

List of Rights 7.1: The University is responsible for ensuring that the implementation of course evaluations and the timeframe for implementation of course evaluations are to be such that they encourage responses. Students have the right to complete course evaluations anonymously in relation to the lecturer/examiner.

LUSEM requests an exemption from point 7.1 in the List of Rights for placement courses based on the following: When students complete placement courses, i.e. VFU, their experiences are individual and linked to their specific internship. It is therefore difficult to conduct a meaningful anonymous course evaluation and much more rewarding to evaluate their overall experience as well as specific aspects of this. LUSEM therefore requests an exemption from the point that course evaluation should be anonymous in relation to the examiner for placement courses.

Decision

The chair of the Education Board has decided to grant the School of Economics and Management an exemption from the points above in the List of Rights – Lund University Students' Rights and Responsibilities as specified above.

The decision on this matter was taken by the undersigned chair of the Education Board following a consultation with a representative from Lund University Students' Unions (LUS) and a presentation by administrative officer Oskar Johansson, Student Affairs. The coordinator Hanna Björklund also participated in processing the matter.

Karin Hall