

University Pedagogical Programme, Aarhus University - Spring 2025

Centre for Educational Development (CED) is pleased to inform you about the University Pedagogical Programme in the spring of 2025.

Objective

The programme aims to contribute to the professionalisation and quality of university teaching by developing the participants' practical teaching skills and fostering a scholarly approach to teaching.

The programme is organised to meet competence level 2 of the Danish Universities' common framework for advancing university pedagogy.

Further information here: [Danish framework for advancing university pedagogy](#).

The programme is primarily aimed at assistant professors and researchers on their way to qualify and apply for a position as an associate professor in accordance with following the ministerial order on the classification of academic ranks and titles at Danish universities.

In addition, the programme can be offered to other employees on their way to qualify for a position as an associate professor if the department finds it relevant based on the employee's teaching obligations and/or career path.

Content

The programme is organised to support the role of the university teacher and teaching practice with a particular focus on the teaching activities in which the participants are already involved, for example, by supporting the planning of teaching and implementation of teaching experiments as well as preparation of teaching material.

Finally, the programme introduces a portfolio tool that allows the participants to reflect on their level of university pedagogical competencies and helps identify possible areas of qualifications that need attention to qualify them for an associate professorship.

[AU's rules for teaching portfolios can be found here.](#)

Learning outcome

The aim will be achieved when the participant is able to:

- Analyse and discuss teaching with colleagues and students based on knowledge about quality teaching, didactics, assessment, evaluation, and students as learners.
- Plan, execute, and evaluate well-aligned teaching and assessment activities within their disciplines and organisational contexts in collaboration with colleagues and students.

**AU, Centre for Educational
Development (CED)**

Date: 22 August 2024

Web: www.ced.au.dk

- Use and evaluate educational technologies to promote learning activities for groups and individual students.
- Demonstrate practical teaching skills within a variety of forms of teaching.
- Collect data, analyse, and communicate information about their teaching practices and experiences to colleagues and other stakeholders in a teaching portfolio.

Scope and preparation

Participation in the programme requires considerable preparation throughout the whole programme. The programme has a scope corresponding to 150 working hours distributed over one semester.

Before the three-day seminar, participants must expect a workload of about 30 hours for completing assignments. The seminar days consist of 23 hours.

The following project period, including the two workshops and three collegial supervision meetings, requires approximately 85 working hours.

The final dissemination day requires approximately 7 working hours of preparation before the meeting, which consists of 5 hours.

The three-day seminar is held at an external venue in Aarhus and the following workshops and meetings are held at Campus Aarhus. All meeting days are held as day seminars, with no overnight stay.

Meeting days Spring 2025	
Welcoming session (online)	10 December 13:00-14:30
Seminar days (Comwell Aarhus/ no overnight stay)	22, 23, 24 January 9:00-17:00
Workshop & collegial supervision (Campus AU)	6 March 9:00-16:00
Workshop & collegial supervision (Campus AU)	9 April 9:00-16:00
Collegial supervision (Campus AU)	23 May 9:00-12:00
Dissemination (Campus AU)	19 June 9:00-14:00

Prerequisites for participation

- For participants to achieve the most significant possible learning outcome, we strongly recommend that the participant is actively involved in teaching/supervision activities during the programme period, since a large part of the programme activities involve course development and trials applicable in the participant's practice.
- It is recommended that the participants have some experience with teaching and /or supervision planning before participation in the University Pedagogical Programme.
- Participants must have a supervisor from their department as supervision, and feedback from the supervisor during participation in the University Pedagogical Programme is expected. The scope, form, and overall content of the supervisor's role are decided locally at the faculty or department. Please get in touch with the appropriate department or faculty for any further clarification. [The supervisor can find further information here.](#)
- Participants must be able to set aside all the specified meeting days and time for preparation before each meeting day. An overview of the programme and the scope of the preparation can be found below.
- Physical attendance on the meeting dates is mandatory. It is not possible to attend online on any of the meeting days.
- Participants must be present for at least 80% of the in-class hours (online activities and independent work do not count). If they are absent more than

20%, they will not be able to pass the course, regardless of the reasons for the absence. A notable exception must exist for not participating on the last dissemination day.

- Participants do not earn credits for having completed parts of the programme and are thus required to retake it in its entirety.
- Participants must complete and submit all assignments before or at the deadlines and actively participate in the meeting days.
- The programme must be completed within the semester in question.
- A diploma will be issued after completion of the programme.

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Language

The programme is held in English for both English-speaking and Danish-speaking participants. Please note that all course materials will be in English (texts, course site in Brightspace, etc.).

Participants must upload assignments, etc., in English unless otherwise agreed.

The registration process

To be considered for a place in the programme, the employee must contact the management of the department for an agreement about participation in the programme.

The departments and centers at AU collaborate with the faculties about the nomination of participants. After finalising the internal process, the faculties register the nominated participants for the programme.

Please note that it is not possible to enroll in the programme after this internal process has been completed. Therefore, we recommend that the employee contact the appropriate manager well in advance. For the Spring programme, no later than by the middle of October 2024.

When the approval process of the nominated participants has been completed, the participants will receive a final letter of confirmation by email approximately by the end of November 2024.

Before registering for the programme, participants should ensure they have the necessary time for participation and can set aside the specified meeting days and time for preparation.

For further information about the programme [please visit the website](#).

If you have further questions, please contact the course administrator, Julie Lykke Facius, at jlf@au.dk.

Kind regards,

The Programme Coordinators,

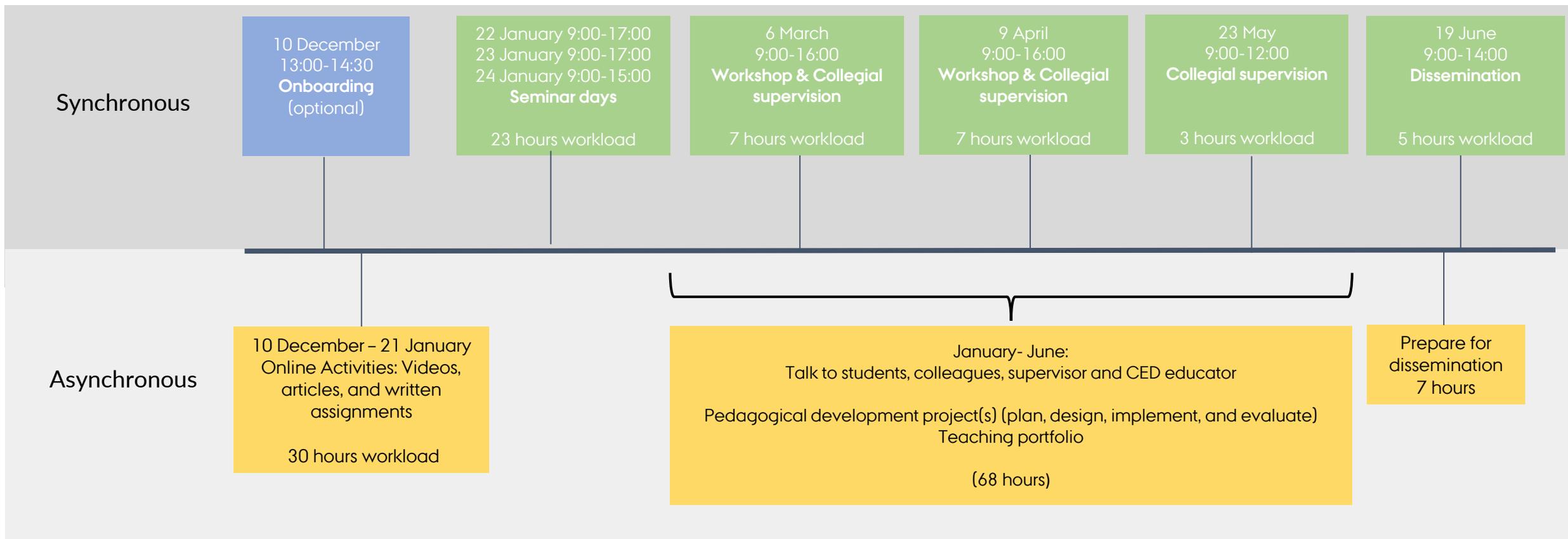


Berit Lassen & Jens Laurs Kærsgaard
AU Centre for Educational Development

Appendix: Overview of the programme Spring 2025

Programme overview – Spring 2025

- Physical attendance
- Online synchronous
- Asynchronous activities



The 3 days seminar is held at Comwell, Aarhus (daytime only/ no overnight stay)
 The 3 workshops, collegial supervision session and dissemination are held at Campus Aarhus