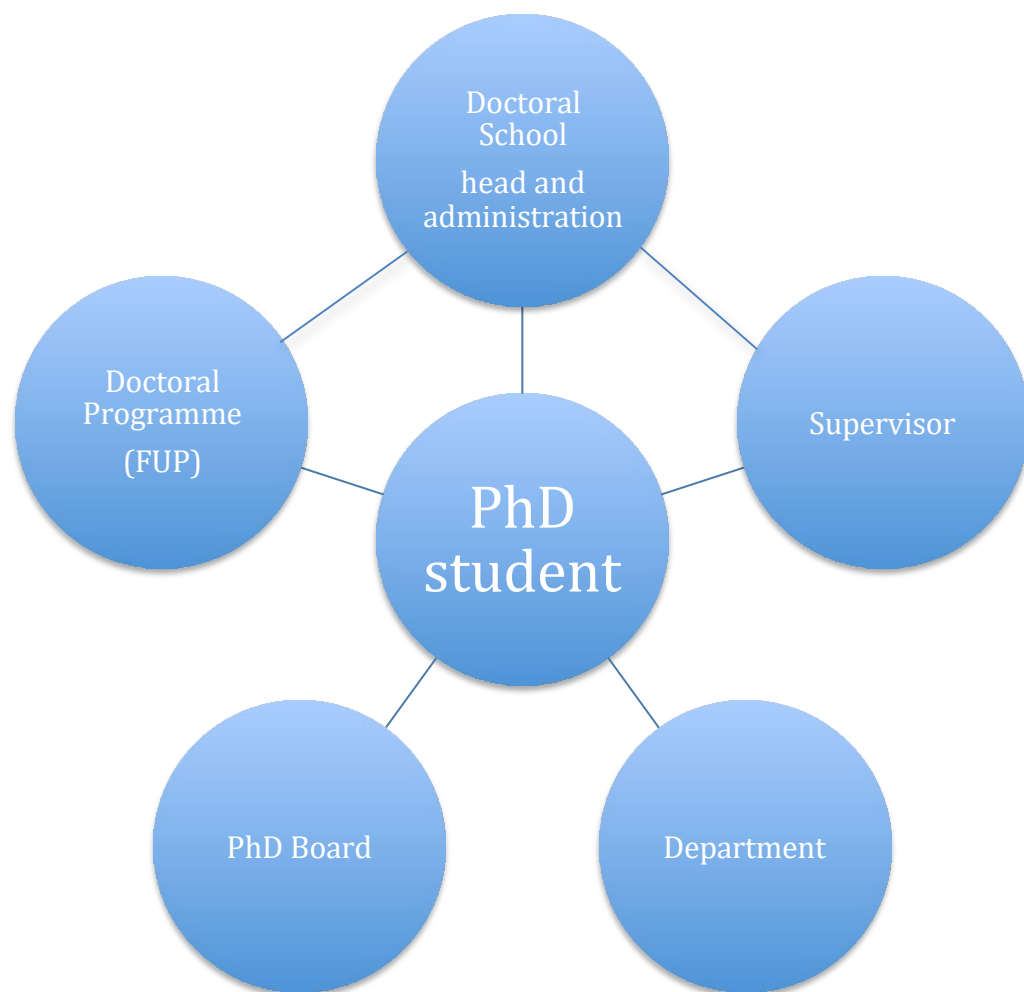


## **PhD students in the Humanities at SDU**

**- right in the centre of attention in a complex organisation:**



### **The doctoral school**

... comprises students, supervisors, programmes, administration and the head of school

#### **Also:**

Course Council: The head of School and the heads of the doctoral programmes

PhD Coach: Nina Nørgaard (noergaard@sdu.dk / 6550 2196)

## Who does what?

### The PhD Student:

- is *employed* by (or contractually related to) the department
- is at the same time *enrolled* as a student *at* the Doctoral School *in* a doctoral programme (FUP)
- must submit a PhD plan
- must attend courses totalling 30 ECTS
- must gain experience in teaching activities or other forms of knowledge dissemination
- must join one or more other (usually foreign) research institutions for three to six months
- is regularly assessed
- must write a dissertation (in the form of a monograph or an anthology)

### The supervisor:

- is responsible to the Doctoral School for the student fulfilling all study requirements
- offers project-specific supervision and general academic advice
- assists the student in the preparation of the PhD plan and submits it for approval by the PhD Board when completed by the student and signed by the Head of Department
- submits detailed progress reports to the PhD administration in connection with the stipulated progress assessments
- is actively involved in the student's choice of coursework and change of research environment
- is actively involved in determining the nature of the student's teaching/knowledge dissemination tasks (to be approved by the Head of Department)
- recommends for the approval by the Head of Department the student's use of allocated funds (e.g. travel money)
- submits a detailed final statement about the student's overall progression, including his or her fulfilment of the PhD plan, to be included in the assessment of the dissertation
- assists without voting rights the committee appointed to assess the dissertation

### The Head of the Doctoral School:

- is usually also elected chairman of the PhD Board
- enrolls new PhD students on the recommendation of the PhD Board

- appoints supervisors on the recommendation of the Head of Department
- appoints Heads of Doctoral Programmes on the recommendation of the relevant Head(s) of Department
- assesses student progress (after the 2nd, 4th and 5th semester) and in that connection conducts interviews with the students assessed
- is available to students and supervisors for 'off-the-record' trouble shooting
- is chairman of the Course Council
- is responsible for evaluating all school activities
- submits to approval by the Dean recommendations on any actions to be taken subsequent to general evaluations of school activities
- is responsible for the economy of the Doctoral School, including the running of courses in the doctoral programmes
- is responsible for the Doctoral School offering 'generic' courses (as a supplement to the courses offered within the framework of the doctoral programmes)
- represents the Doctoral School in national and international contexts

### **The PhD Board:**

- (the VIP group) submits for approval by the Head of the Doctoral School recommendations regarding enrolment of new PhD students
- approves PhD plans (and revisions of / addenda to PhD plans)
- evaluates and approves the content and the ECTS rating of all coursework
- recommends to the Dean's approval a competent assessment committee suggested by the Head of Department for the evaluation of the dissertation
- deals with all applications for dispensation

### **The Head of Department:**

- advertises PhD scholarships/positions
- recommends enrolment and consults the permanent staff members of the PhD Board and the Head of the Doctoral School on whether qualified applicants/candidates are eligible for enrolment in the Doctoral School
- employs the candidate selected as a member of staff
- holds employer responsibilities
- conducts regular employee interviews
- nominates PhD supervisors for approval by the Head of the Doctoral School
- co-signs the PhD plan (and later addenda) before submission to the PhD Board
- assigns teaching and knowledge dissemination tasks to the PhD student

- signs the evaluation forms filled in by the PhD student in connection with progress assessment
- submits to the PhD Board a recommendation on the composition of committees for assessing dissertations
- approves PhD student expenses on the recommendation of the supervisor
- is responsible for organising the oral defence

### **The Head of the Doctoral Programme:**

- receives new PhD students as members of his/her programme and secures their optimal integration in relevant research environments and research teams
- is responsible for offering relevant courses and launch research activities within the framework of their specific programme
- is a member of the Course Council
- cooperates with related Doctoral Programmes at other universities

## Who's who in the Doctoral School?

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Doctoral School

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Email: [mlund@sdu.dk](mailto:mlund@sdu.dk)

## Doctoral Programmes

*Area Studies, Religion, Archaeology and History,*

Head: Nils Arne Sørensen ([nils@sdu.dk](mailto:nils@sdu.dk))

*Literature, Aesthetics and Culture*

Head: Anders Engberg-Pedersen ([engberg@sdu.dk](mailto:engberg@sdu.dk))

*Philosophy, Education and Media*

Head: Anne-Marie Søndergaard Christensen ([amsc@sdu.dk](mailto:amsc@sdu.dk))

*Design, IT and Communication*

Head: Anne Gerdes ([gerdes@sdu.dk](mailto:gerdes@sdu.dk))

*Language and Communication*

Head: Cindie A. Maagaard ([cindiem@sdu.dk](mailto:cindiem@sdu.dk))

**The Course Council** consists of the head of the doctoral school and the heads of the doctoral programmes

## The PhD Board: Members 2021

	Department	Position	Term
Carl Bache <a href="mailto:cba@sdu.dk">cba@sdu.dk</a> +45 6550 3107	Department of Language and Communication	Professor Chairman	1 January 2018 – 31 December 2021
Nina Bonderup Dohn <a href="mailto:nina@sdu.dk">nina@sdu.dk</a> +45 6550 1346	Department of Design and Communication	Associate Professor	1 January 2018 – 31 December 2021
Lars Frode Frederiksen <a href="mailto:frode@sdu.dk">frode@sdu.dk</a> +45 6550 3915	Department for the Study of Culture	Associate Professor	1 January 2018 – 31 December 2021
Peter Simonsen <a href="mailto:petsim@sdu.dk">petsim@sdu.dk</a> +45 6550 3409	Department for the Study of Culture	Professor	1 January 2018 – 31 December 2021
Nils Arne Sørensen <a href="mailto:nils@sdu.dk">nils@sdu.dk</a> +45 6550 3108	Department of History	Professor	1 January 2018 – 31 December 2021
Anastasia Ladefoged Larn <a href="mailto:alarn@sdu.dk">alarn@sdu.dk</a> +45 6550 9404	Department for the Study of Culture	PhD Student	1 January – 31 December 2021
Jon Thulstrup <a href="mailto:ionthul@sdu.dk">ionthul@sdu.dk</a> +45 6550 3950	Department of History	PhD Student	1 January – 31 December 2021
Ditte Aakær Iversen <a href="mailto:dittel@sdu.dk">dittel@sdu.dk</a> +45 6550 9662	Department of Language and Communication	PhD Student	1 January – 31 December 2021

## **Departments**

Department of Design and Communication

Head: Marianne Wolf Lundholt (malu@sdu.dk), +45 6550 1339

Department of History

Head: Martin Rheinheimer (mrh@sdu.dk), +45 6550 4201

Department of Language and Communication

Head: Sharon Millar (smillar@sdu.dk), +45 6550 2127

Department for the Study of Culture

Head: Per Krogh Hansen (pkha@sdu.dk), +45 6550 1451