



AALBORG UNIVERSITET

Minutes

Subject: Study board meeting – No. 2023.11
Date: 6 December 2023
Minute taker: Tatiana K. Madsen
Participants: Tatiana K. Madsen, Peter Koch, Henrik Schiøler, Henning Olesen, Thomas B. Moeslund, Troels Bundgaard Sørensen, Heidi Sørensen, Miad Anbari (ROB), Thomas Gundgaard Mulvad (CE), Marianne Enslev Mikkelsen (EIT), Mads Steentoft (COMTEK), Daniel Vitagliano (CCT),

Observer:
Cancellations: Rikke Skov Udengaard (EIT)

Agenda

1. Approval of agenda
2. Approval of minutes from meeting in November 2023
3. Semester evaluation spring 2023
4. PBL evaluation
5. Evaluation of study start at TECH
6. Study environment
7. Minutes of semester group meetings – Fall 2023 semester
8. Status on dispensation applications
9. Messages
10. A.O.B.

Minutes

Ad. 1. Approval of agenda

Agenda is approved.

Ad. 2. Approval of minutes from meeting in November 2023

The minutes were approved.



Ad. 3 Semester evaluation Spring 2023

During the meeting, semester evaluation reports for Spring 2023 semester, prepared by coordinators, have been discussed. The detailed overview of the comments relevant for the Study Board and the corresponding list of actions can be seen in Appendix. The following important discussion points can be mentioned:

- **CCT2:** students' comments indicate that they are dissatisfied with online teaching, however there is a low attendance of (physical) lectures and exercise sessions. CCT coordinator and teachers are aware of the problem and investigate the causes. There is a focus on the study environment at CPH campus to make it an attractive place to be and study.
- **ESD4:** the guidance/ procedures for purchase of equipment by student groups needs an update. It has been discussed whether it is realistic to ask for sponsorship for equipment purchase from companies, however it is not possible to have it on a regular basis. In case a student group does a project in collaboration with a company, they can borrow / be provided equipment by the company.
- **ROB6:** students have expressed a wish for introduction to the elective courses ahead of the semester start. Such introduction has been already done for the upcoming 6th semester during Fall 2023.
- **CE/AVS8:** Students expressed a wish to have FAS course more incorporated with the overall program of the education. Additionally, explanation why the course content is important for AVS students should be communicated clearly. Action point: education group discuss the comment. Responsible: TKM, Jan Østergård

Ad. 4. PBL evaluation

Students feedback on PBL aspects in the studies has been evaluated. The feedback is obtained mainly via semester evaluation reports and semester group meetings minutes. The following has been discussed:

- **Workshop on 4th semester**
 - Info should come earlier
 - Wish to have it scheduled in the first half of the semester
 - Content: mixed opinions (ranging from "have heard it before in PBL courses" to "useful and interesting")
- **Competence workshop on the 8th semester**
 - similar comments + different evaluation requirements depending on who is teaching it (passing this workshop is a prerequisite for project exam participation). Generally, the idea is good, however the implementation can be improved.

TKM has updated about for Spring 2024 semester: PBL day with many different workshops, where students can choose in which they will participate. Since the structure has been significantly changed, it makes many comments about the 4th semester workshop irrelevant and that's why no action points are planned. Additionally, the new structure does not provide a direct support for PBL-related learning goals on the project modules. It has been decided to gain more experience with the new PBL Day and discuss in a year time whether adjustments of the study regulations are needed.



Ad. 5. Evaluation of study start at TECH

A report that compares evaluation results on the study start across SBs at TECH faculty has been presented. No action points have been defined based on this report.

The same tendencies can be observed across different SBs. E.g. students answer that knowledge about AAU is from AAU's web-pages. This underlines the importance of having good and updated education web-pages.

ESN's students would like to have a better intro to university life, not necessarily via social events. Events with study councilors have been a success and they will be repeated. ESD and COMTEK students have not actively participated in the events; however ROB students were much more active. They respond that this is a way for them to learn each other and in this way to be better prepared for the group formation next semester.

Ad. 6. Study environment

The yearly feedback on the study environment has been presented. There are only two items concerning the study board:

- **COMTEK1:** *Kravene i computer engineering virker skræmmende*

This comment refers to a course module "Introduction to Computer Engineering". Based on the detailed feedback received from the students, the course-holders have made a significant adjustment in the course implementation. The feedback from this semester students (Fall 2023, COMTEK1), received via semester group meetings and directly from the coordinator, indicates that the adjustments have had a positive feedback and the students are satisfied with the course. No further action points are defined.

- **EIT4:** *Ønske om at få lov til at lave 4 mandsgupper i stedet for 6 mandsgupper. Problemer med at få nogle studerende med som ikke laver noget*

The Study Board has discussed the wish of smaller groups, however decided to keep the current recommendation of max 6 persons in a group. The reasons are the following (semester coordinators are expected to communicate it to the students):

- Having a small number of students in a group has an impact on:
 - Technical content of a project ; it is difficult to go in depth with many projects aspects when there are a few students in a group; thus potentially it has a negative impact on learning and possibility to cover learning objectives of the module
 - limited hours for project supervision
 - learning to collaborate on a project
 - availability of group rooms

Ad. 7. Minutes of semester group meetings – Fall 2023 semester

The following minutes of semester group meetings have been discussed:

- **EIT5, PDP7, CYBER1, DCLEAD3:** no attention points for ESN



- **ROB7:** administrative group formation worked not optimally, as a number of students has not shown up.
- **CYBER3:** There was a following comment in the minutes: *“The students, that did not do internships, have the feeling that the internship concept ruins the group formation and the collaboration for projects. It also gives the impression that it is an easy way to avoid the obligations in the university for a semester.”* The Study Board finds that this is an unfair comment and it is unfortunate if some students have this view on the project oriented stay in a company. TKM will address it in her presentation about POSC for the 8th semester students.

Ad. 8. Status on dispensation applications

TKM has provided a detailed status on the received and processed application.

Ad. 9. Messages

- Some interest from students in Esbjerg from Applied Industrial Electronics bachelor in our master programs
- DSUR and uddannelsesjura has approved prequalification for diplom in Cyber Security and CE master program at CPH campus . Application should be ready by September 2024.
- There is ongoing Danish study environment evaluation. To increase participation rate the students have a chance to win cinema tickets.
- TBM: according to statistics from AAU Innovation AAU has a good record of start ups, leading among the Danish universities.

Ad. 10. AOB

None

Appendix – Semester evaluation – Spring 2023 – bachelor

Semester	Items for ESN	Action point	Responsible
ESD2	Drop out continued in the first half of the semester, however it stabilized. Individual talks with students. Action points were defined and we continue with their implementation.	No further APs	-
COMTEK2	LA: requirement on the experience level for teachers?	No AP required. It is expected that the courseholder takes into account students comments	
CCT2	OOAD: dissatisfaction of online teaching	Discuss with head of studies, CCT education coordinator	OA, TKM, LTS
ROB2			



EIT4	No attention points for ESN Component budget of 500kr per group is not large - ?	There is time to update the guidance/ procedures. Potential working group: Kenneth, HSO, HS	TKM: call a working group
COMTEK4	No attention points for ESN		
ROB4	Specific wish for course scheduling	If possible, take it into account for scheduling next year	Study team
CCT4	Probability&Statistics: wish for physical, not online teaching	Discuss with head of studies, CCT education coordinator	OA, TKM, LTS
PDP4	No attention points for ESN		
EIT6/COMTEK6	Course scheduling worked well and it should be repeated next semester	Attention point for study secretariat	Study team
ROB6	wish for introduction to the elective courses ahead of the semester start.	It can be implemented next year	JDB
PDP6	Wish for receiving more support in exploring options beyond continuing into a PDP master's education	Education coordinator makes a presentation	ROP
General for all semesters			

Appendix – Semester evaluation – Spring 2023 – master

Semester	Items for ESN	Action point	Responsible
ES8	Info om internships List of elective courses -?	To be scheduled beginning of February 2024	TKM
CE8/NDS	No attention points for ESN		
CE8/AVS	1)Exam form for one of the courses 2)FAS: The students would like to have it more integrated with the master	1)To be changed to “written & oral” 2) discussion with education group	1)HSO 2) TKM
ROB8	Info on 9 th sem choices	The study Board has already sent an application for update of ROB9 semester to include a larger number of elective courses	
PDP8			
ICTE2	PBL competence workshop critics	This is discussed under item 4.	
CYBER2			



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DCLEAD2	courses from some of the other education at AAU CPH could be considered as elective	Update in the curriculum has been already done in October 2023	
General for all semesters			