



Study Board for  
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## Minutes from Media Technology Study Board Meeting 2019.10 Aalborg, Wednesday December 4, 2019

### Present members:

Claus B. Madsen (CBM), Chair  
Martin Kraus (MK)  
Olga Timcenko (OT)  
Rodrigo Ordonez (RO)

### Secretaries:

Annette Erichsen  
Pia S. Vase  
Anne-Marie Rasmussen

### Present non-members:

Jon Ram Bruun-Pedersen (JRBP), observer  
Mikkel Gede Hansen (MGH), observer, study counselor  
Marlene Geer Lomborg (MGL), observer, study counselor

### Absent:

Nis Ovesen (NOVE), observer  
Stefan Nordborg Eriksen (SNE), Vicechair  
Michelle Fly (MFL)  
Christine Ingerslev (CI)  
Sára Janáčková (SJ)  
Maria Timis (MT), observer, study counselor  
Ingeborg Goll Rossau (IR), observer, study counselor  
Elisabeth Sidenius Nordentoft (EN), observer, study counselor  
Morten Falch (MF)

Agenda	
1	Approval of agenda and minutes from last meeting
2	Information from the Chairman •
3	Status on the action plan from meeting no. 2019.9
4	Study plan revision <ul style="list-style-type: none"> <li>• Medialogy BSc.</li> <li>• Medialogy MSc.</li> <li>• Sound and Music Computing MSc., AAL</li> <li>• Sound and Music Computing, MSc., CPH</li> <li>• Service System Design MSc.</li> <li>• Lighting Design MSc.</li> </ul>
5	Self-evaluation action plan <ul style="list-style-type: none"> <li>• Medialogy BSc.</li> <li>• Medialogy MSc.</li> <li>• Sound and Music Computing MSc.</li> <li>• Service System Design MSc.</li> <li>• Lighting Design MSc.</li> </ul>
6	Semester group meeting minutes, fall 2019
7	MEGA projects by SNF
8	Coordinator list spring 2020
9	Study board economy 2020
10	Any other business



## 1. Approval of the agenda and minutes

**Approval of agenda:** The topic: "Students in risk of dropping out" lacked in the agenda. We will handle it under "Any other business". Approved.

### Approval of minutes:

- The sentence "Henrik found many..." is not necessary and needs to be removed.
- Action under study board report – AMR will ask Anne Christoffersen to figure out who is attending Service System Design from AAL.

Approved.

## 2. Information from the Chairman

### AAU election 2019

CBM informed that the AAU election for 2019 has taken place.

In CPH the VIP representatives are: JRBP, OT and Evangelia Triantafyllou (ET).

In AAL the VIP representatives are: CBM and Jesper Rindom Jensen (JRJ).

In AAL the student representatives are: SNE, Louise Dørr Nielsen and Hamzah Ziadeh

In CPH the student representatives are: SJ, Nick Boe Elsborg and Viktor Stan

**Employer panel meeting for Medialogy** in AAL last week. It was a positive meeting.

### Open house in 2020 – dates:

AAL – February 28<sup>th</sup>

CPH – February 5<sup>th</sup>

The department has asked an external company to create videos of our programs. They have made some material this week in collaboration with MGL.

## 3. Status on the action plan from meeting no. 2019.8

### Course / project grade statistics

CBM will prepare some text to a document that includes a reply related to revision of study plans. The study board requested some changes. CBM has received a document from Hendrik Knoche recently with the requested changes.

040919: CBM will soon meet with NOVE to discuss status on all MTSB SEAPs, and this topic will also be addressed there.

131119: Not handled yet.

041219: Not handled yet. **Remains in the action plan.**

### Where are MED gradustes employed

Elisabeth will give a short presentation about the career/alumni

131119: As Elisabeth is not taking part of the meeting today we will keep the topic in the next meeting.

041219: Not handled yet. **Remains in the action plan.**

### Study board report

We need to figure out who is attending Service System Design from AAL.

041219: Not handled yet. AMR will contact Anne Christoffersen and explain the case. To be removed from the action plan.

AMR vil sørge for at arkivere referatet fra dette møde i Workzone på det id-nr., som er meldt ud fra fakultetet. **Remains in the action plan.**



### **Semester evaluation reports**

SB chairman will address following bullets that requires attention/follow-up:

MED6C – final grading

SSD8 – semester plans and deadlines

SMC8C – challenging semester regarding project work

041219: Part of the coordinator meetings. **Remains in the action plan.**

### **Study environment, fall 2018 – spring 2019**

SB chairman will address the bullets that requires focus. **Remains in the action plan.**

Lab booking in RBG14 is problematic sometimes. The department needs to make some text to the student Moodle handbook, so it is easy found when it is questioned.

**Remains in the action plan.**

### **MK / Discussion: "Er du klar til medialogistudiet" – "Parathedschecker"**

CBM will propose to head of studies, that a new taskforce charged with revising the Medialogy curricula will also be charged with revising the questions and responses that make up the "parathedschecker".

**Remains in the action plan.**

### **Semester group meeting minutes, fall 2019**

MED7A SGM1 – General start up took too long time.

CBM will address this to head of studies.

CBM will contact the coordinator and head of section regarding project proposals so we represent the different specializations.

MED3A SGM2 – study environment issues. Use the CAS app.

CBM will address this at the next coordinator meetings in December.

LID7 SGM1 – Can a LID student be an observer at our SB meetings.

CBM will consider if it is possible.

**Remains in the action plan.**

## **4. Study plan revision**

- **Medialogy B.Sc. and Medialogy M.Sc.**

Nothing new.

- **Sound and Music Computing MSc. AAL**

Nothing new.

- **Sound and Music Computing MSc. CPH**

Nothing new.

- **Service System Design MSc.**

Nothing new.

- **Lighting Design MSc.**

Nothing new.

The revised study plans for 2020 are edited with small corrections and forwarded to "studielegalitet".

**Topic for the next meeting:** AMR will remember to add the topic in the agenda.



## 5. Self-evaluation action plan

- **Medialogy B.Sc. and Medialogy M.Sc.**
- **Sound and Music Computing M.Sc.**
- **Service Systems Design M.Sc.**
- **Lighting Design M.Sc. (encl.)**

CBM will meet NOVE and work with the plans this week. We will among other things work with the short competence profiles and have them uploaded on the department webpage.

**Action:** CBM and AMR will have the short competence profiles uploaded online.

**Topic for the next meeting:** AMR will remember to add the topic in the agenda.

## 6. Semester group meeting minutes, fall 2019

AAL:

MED1A SGM3 – Good feedback regarding AVS.

CPH:

MED3C – SGM3 – No comments

MED7C – SGM2 – No comments

We had a small debate about the PBL course and the importance of it.

SSD7 – SGM2 - No comments

## 7. MEGA projects by SNF

As SNF was not present at this meeting – we will handle this topic at the next meeting. CBM is aware of a MEGA project running in CPH.

**Action:** AMR will remember this topic at the next meeting.

## 8. Coordinator list spring 2020

The study board approved the list.

## 9. Study board economy

CBM informed that we will not officially have a budget for 2020. The main expenses that we expect to have: study environment, funding to students participation in conferences etc.

Regarding study environment, CBM would like to address to the coordinators that we support guest lectures, study arrangements, travel regarding project work etc. We could also give funding to groups that have had good collaboration with companies.



## **10. Any other business**

### **Identification of students in risk of dropping out:**

The figures are stable. We talked about the different figures.

We will look at the procedures, spring 2020 if the study board secretariat needs to arrange more meetings with the students in red and yellow.

### **MK - GAME HUB:**

Is it possible to hire an external partner to run the GAME HUB 2-3 months?

CBM: We can only give a guest lecture fee.

### **Master thesis contracts in CPH:**

ANE is aware that some students will hand in December 1 (SSD and LID).

The rest will hand in February 15.



## **Actions:**

### **Course / project grade statistics**

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### **Self-evaluation action plan**

- **Medialogy B.Sc. and Medialogy M.Sc.**

CBM and AMR will have the short competence profiles uploaded online.

### **Topics/actions to the next meeting agenda:**

- Study plan revision
- Self-evaluation action plan
- Employer panel meetings 2019
- Information from the vice Chairman – MEGA projects