



AALBORG UNIVERSITET

Minutes

Subject: Study board meeting – No. 2021.4
Date: 14 April 2021
Minute taker: Heidi Sørensen/Tatiana K. Madsen
Participants: Tatiana K. Madsen, Peter Koch, Henrik Schiøler, Troels Bundgaard Sørensen, Thomas B. Moeslund, Henning Olesen, Peter Kjær Fisker, Sandra Aynaddis Strabo, Damian Leporis, Lisa Bondo Andersen, Rikke Skov Udengaard, Johannes Kruse Hellmers
Observer: Ove Andersen, Emma-Sofie Hestbeck, Gustav Juul Lind Pedersen
Cancellations:

Agenda

1. Approval of agenda
2. Approval of minutes
3. Semester evaluation Fall 2020 – part 2
4. Minutes from semester group meetings
5. Communication with unsuccessful students
6. Examination form “Running evaluation”
7. Revision of semester management documents
8. Messages
9. Dispensation
10. A.O.B.

Minutes

Ad. 1. Approval of agenda

TKM has suggested to add an extra item to the agenda about PBL workshops for bachelor programs. With this addition, the agenda was approved.



Ad. 2. Approval of minutes from meeting in February 2021

The minutes are approved with a minor addition to item 6.

Ad. 3 Semester evaluation Fall 2020 – part 2

The Study Board has considered the following semester evaluations for Fall 2020: PDP3, CA7, Cyber7, CA9, SPA9.

PDP3: the information for one of the exams has not been communicated clearly and received by the students in due time. A complain has been filed and the students are granted a reexamination without the results of the original exam would be counted as an attempt.

TKM calls for a meeting with the course-holders and the coordinator before the fall 2021 semester to discuss comments from the students about the course and make a plan for clear communication of information concerning the course.

Ad. 4. Minutes from semester group meetings

Teaching of Calculus course has reserved critics from the students from all our 2 semester bachelor programs: EIT2, COMTEK2, PDP2, ROB2 (except of block 5 teaching):

Not clear presentation of the material and good structure is missing

For EIT2 students topics on Laplace transform has not been introduced, while they were already needed in another course

For ComTek2 students the topics of the workshop are not relevant

The coordinators are in contact with the teacher to convey the students feedback and find the ways to improve the course. It is decided that no action from ESN is required at this point.

A comment in ITCOM6 minutes regarding the quality of online teaching has led to discussion what students expect from the online teaching and how online teaching can be improved. It was a general consensus that online teaching will remain as an important element in the future and it is important for the teachers to learn about efficient online teaching paradigms.

Ad. 5. Communication with unsuccessful students

TKM has presented a procedure of communication with the students who are falling behind in their studies. Possible improvement of wording in the email sent to these students has been suggested.

Ad. 6. Examination form “Running evaluation”

Discussion about the use of running evaluation examination form will be discussed on the next meeting. It has been remarked that it is suitable only for some courses.

Ad. 7. PBL workshops for bachelor programs

With the update of the study regulations and addition of the PBL learning goals into project modules at all semesters at our bachelor programs, three special workshops should be arranged for the bachelor students to support these goals. OA and TKM has had a meeting with Lykke Brogaard Bertel and Anja Marie Bundgaard from



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PLAN to discuss the possible topics for the workshops. PLAN has several suggestions that has been presented and discussed during the meeting.

The following wishes has been identified that are not currently in the list of possible workshop topics:

- 1) Product-perspective : majority of our students will go to work in oprivate companies and they should understand the challenges and limitations imposed by the need of product development to project cycles.
- 2) Identification of a problem from a context: how far one needs to go until a problem is sufficiently analyzed? Methodology of problem identification includes different steps like analysis, problem formulation, identification of demands and limitations. This workshop would be good for 2nd semester and would build on top of PBL course, but will make it less abstract and more operational. It can be important with such workshop, since co-supervision from PLAN on the 2nd semester does not take place any longer.

Ad. 8. Dispensation

One application has been processed.

Ad. 9. Messages

- Partial reopening: study administration is currently working on the schedule when different groups will have access to campus
- Digitalization in the study regulations: update of the study curricula wrt digital skills should be done by fall 2021

Ad. 10. Dispensation

One application has been processed.

Ad. 11. A.O.B.

SAS has asked about plans for PDP promotion. TKM finds out and reports back.

RSU: the work for collecting Teacher of the year nominations is ongoing. ESN will sponsor the cake for the best nomination.



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