



Study Board for
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Minutes from Media Technology Study Board Meeting 2019.6 Aalborg, Wednesday August 21, 2019

Present members:

Claus B. Madsen (CBM), Chair
Martin Kraus (MK)
Olga Timcenko (OT)
Rodrigo Ordonez (RO)
Christine Ingerslev (CI)
Sára Janáčková (SJ)
Stefan Nordborg Eriksen (SNE)

Secretaries:

Anne-Marie Rasmussen (AMR)
Annette Erichsen (ANE)
Pia S. Vase (PSV)

Present non-members:

Nis Ovesen (NOVE), observer
Ingeborg Goll Rossau (IR), observer, study counselor
Marlene Geer Lomborg (MGL), observer, study counselor

Absent:

Michelle Fly (MFL)
Jon Ram Bruun-Pedersen (JRBP), observer
Alexander Sennefelder (AS), 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 <ul style="list-style-type: none">• Drop-out figures• Admission figures, fall 2019
3	Status on the action plan from meeting no. 2019.5
4	Study plan revision <ul style="list-style-type: none">• Medialogy BSc.• Medialogy MSc.• Sound and Music Computing MSc.• Service System Design MSc.• Lighting Design MSc.
5	Progressive PBL learning goals
6	Self-evaluation action plan <ul style="list-style-type: none">• Medialogy BSc.• Medialogy MSc.• Sound and Music Computing MSc.• Service System Design MSc.• Lighting Design MSc.
7	Representation areas for upcoming study board elections
8	Application for 5 th exam attempt
9	Semester descriptions, fall 2019
10	Employer panel
11	Any other business



1. Approval of the agenda and minutes

Approval of agenda: Approved.

Approval of minutes: Approved.

2. Information from the Chairman

Drop-out figures

Recent drop-out figures, 1st year students: 17% in CPH and 13% in AAL. Significantly lower than previous years. We will debate the figures in the action list.

Admission figures, fall 2019

CBM informed about the coming student figures, fall 2019:

BSc. 65 students AAL – less than actual seats. Debate about what makes the figures low.

BSc. 79 students CPH – we have 70 seats, so it is full.

Average high school grade of those accepted is a bit low compared to last year both in AAL and CPH.

MSc. MED AAL – accepted 36 students. MSc. MED CPH – accepted 28 students

MSc. LID – accepted 30 students

MSc. SSD – 51 applicants to 40 seats

MSc. SMC CPH – accepted 30 students

3. Status on the action plan from meeting no. 2019.5

Study plan revision:

- **Service System Design, MSc.**

CBM and ANE will investigate if the change of the course title could take place in the study plan for 2019. An application is sent to the faculty – and we wait for a response. **To be removed from the action plan.**

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

CBM and NOVE will look into how we can get Entrepreneurship into the study plan. It will be part of the study plan revision. **To be removed from the action plan.**

Information from the Chairman – drop out figures 1st year

CBM will send a mail to Jon, Niels Chr. and Hendrik (1st year coordinators) to ask if they have an idea about why this is so much better than last year. The reply showed that there is no really good answer. Perhaps the cohort is a bit more interested in the program than before.

We will debate this in the next meeting. **To be removed from the action plan.**

Topic for the next meeting: AMR will remember to add the topic in the agenda. CBM will provide with material regarding responses from the coordinators.

Information from the Vice Chairman – teacher of the year

SNE will look at the process description and send it to CBM for approval.

SNE will send the name of the person or group that wins the prize to the secretariat. CBM, SNE and AMR will look at where the process description should be visible and also make a small text to the student that wins the prize. **This item will remain in the action plan.**



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. We will look at it at the September meeting. **Remains in the action plan.**

Semester group meeting minutes, spring 2019 (May meeting)

MED2A SGM3: The students asks for TA´s to PFI

We will keep monitoring the situation in the future. **To be removed from the action plan.**

Semester evaluation reports, fall 2018

CBM will look at critique regarding MPC and MLMT in MED7A. CBM has been communicating with the teachers about this topic. The coming courses will be substantially modified in response to the feedback from students. **To be removed from the action plan.**

Semester group meeting minutes, spring 2019 (June meeting)

MED8C SGM2 and SGM3: No comments – but the minutes lacks details.

CBM will contact the coordinator about this. CBM has been in contact with the coordinator who has promised to coordinate with the study secretary so as to include all relevant info in the future minutes. **To be removed from the action plan.**

Coordinator list, fall 2019

AMR will update the list for fall 2019 and place it on the new webpage. **Remains in the action plan.**

Representation areas and Student/VIP composition of Study Board for next election

CBM will send a mail or give orientation at the next study board meeting. The action is handled and appears as a separate point on today´s agenda. **To be removed from the action plan.**

Any other business – Foundations in Medialogy

CBM will contact Hendrik Knoche regarding this topic. Maybe the teacher in CPH could visit AAL and give a couple of lectures to the students with the Game specialization. CBM has been in contact with the teacher, who agreed to contact the CPH teacher in order to investigate a possible guest appearance in AAL for the 2019 version of the course. **To be removed from the action plan.**

4. Study plan revision

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

Medialogy programs will be revised in the time between now and fall 2020. NOVE is in charge of the process. Next study plan revision meeting is planned to take place September 3rd, 2019.

- **Sound and Music Computing MSc.**

In the next meeting we will have 2 names – one for AAL and one for CPH, reflecting the fact that the AAL and CPH versions of the SMC study programme will no longer be totally identical and a gradual content separation will occur.

- **Service System Design MSc.**

- **Lighting Design MSc.**

MK: Regarding the master semester there is a requirement that the students should include a summary in English if the report is written in Danish. Can we avoid having the rule?



CBM: No – but we need to work with this in the study council to have a description or a way to inform both the coordinator, supervisors and students in the future.

NOVE will support this work from a study council perspective.

CBM: Will we have two different Medialogy bachelor programs (AAL and CPH) in the future?

NOVE: No – we will also in the future think the programs as one – especially regarding PR related materials.

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

5. Progressive PBL learning goals

We are required to make sure there are progressive PBL learning goals in all our study plans. Unfortunately, there is no enclosure to this topic yet. CBM and JRBP have been working on this topic lately, and will have to continue the work soon. We can expect some deliverable at the September meeting.

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

6. 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 has not prepared any material for this meeting. The work will be continued and needs focus before December 2019.

CBM and NOVE will meet and prepare the self-evaluation plan regarding fall 2019.

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

7. Representation areas for upcoming study board elections

In the previous years we have had 6 staff and 6 student seats on the study board. This year we will have staff elections (every 4 year) and we will announce 3 staff seats in AAL and 3 seats in CPH again. The 6 students (3 from CPH and 3 from AAL) will also be the case. The members of the study board should be aware that the elections are coming up and also promote the election to the students in the fall semesters.

8. Application for 5th exam attempt

A student has applied for two 5th exam attempts. We had a debate whether the student has a severe reason or not for the application. After a long debate about the pros and cons of granting a 5th attempt the Study Board took a vote, resulting in a majority vote in favor of granting the 5th attempts.

9. Semester descriptions, fall 2019

The semester descriptions for fall 2019 are now divided into two piles. One for AAL and one for CPH. We do not exactly have all descriptions in house, but almost.



We had a debate about exam formats and a possibility for requiring hand-ins to qualify for participation in exams (a possibility that we have in our current B.Sc. study plans, but which we do not have in our M.Sc. study plans). We will for future versions try to implement the same basic description in both bachelor and master study plans. The study board approves the semester descriptions and allows the secretariat to continue the work.

10. Employer panel

This study board has had a problematic history regarding employer panel. In the past we were not successful regarding organizing meetings, as the panel members did not show up. We have invited many people regarding subgroups education wise. NOVE and CBM will organize meetings this fall.

12. Any other business

Nothing



Actions:

Information from the Vice Chairman – teacher of the year

SNE will look at the process description and send it to CBM for approval. SNE will send the name of the person or group that wins the prize to the secretariat. CBM, SNE and AMR will look at where the process description should be visible and also make a small text to the student that wins the prize.

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. We will look at it at the September meeting.

Coordinator list, fall 2019

AMR will update the list for fall 2019 and place it on the new webpage.

Topics/actions to the next meeting agenda:

Study plan revision (remember two lines for SMC)

Self-evaluation action plan

Drop out figures 1st year bsc Medialogy (CBM will provide with material regarding responses from the coordinators)

Progressive PBL learning goals (remember enclosure from CBM)