



## Minutes from Media Technology Study Board Meeting 2021.7 Aalborg, Wednesday August 18, 2021

### Present members:

Claus B. Madsen (CBM)  
Rodrigo Ordonez (RO)  
Jesper Rindom Jensen (JRJ)  
Eva Triantafyllou (ET)  
Olga Timcenko (OT)  
Jon Ram Bruun-Pedersen (JRBP)  
Hjalte Drejer Jørgensen (HDJ)  
Hector Thøgersen (HT)  
Jacob Uhrskov Noer (JUN)  
Stefan Nordborg Eriksen (SNE)  
Lukas Bisgaard Kristensen (LBK)

### Secretaries:

Anne-Marie Rasmussen (AMR)  
Signe Sølgaard Garp (SSG)

### Present non-members:

Daniel Kierkegaard Andersen (DKA), observer study counselor  
Mikkel Gede Hansen (MGH), observer, study counselor

### Absent:

Hamzah Ziadeh (HZ)  
Jeppe Paaske (JP), observer, study counselor  
Alexandru Cristian Chiritescu (ACC), observer, study counselor  
Nis Ovesen (NOVE), observer

Agenda
1. Approval of agenda and minutes from last meeting
2. Information from the Chairman Admission figures, Fall 2021
3. Information from the Vice chairman Information from AAU council meetings
4. Status on the action plan from meeting no. 2020.6
5. 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> Exemption to B.Sc. Medialogy
6. Semester descriptions, Fall 2021
7. Study board meetings 2022
8. Any other business



## 1. Approval of the agenda and minutes

**Approval of agenda:** Approved

**Approval of minutes from the previous meeting:** Approved

## 2. Information from the Chairman

### Admission figures, Fall 2021:

CBM showed the student figures for the coming semesters.

AAL:

BSc. in Medialogy: 29

MSc. In Medialogy: 31

CPH:

BSc. in Medialogy: 70

MSc. In Medialogy: 46

MSc. In Lighting Design: 23

MSc. In Service System Design: 39

MSc. In Sound and Music Computing: 16

These are the numbers of students that have accepted a seat.

### Members of the study board:

ET and JRBP will leave the department and we expect to have new members in our study board. Thank you both for your great effort in the study board.

## 3. Information from the Vice chairman

Information from AAU council meetings:

Academic council was a long time ago and was mainly about economics.

Ali Adjorlu was officially announced as teacher of the year award right after summer holiday at a cookie meeting.

Sanne-Maria (communication staff Copenhagen) has asked for information to the webpage.

## 4. Status on the action plan from meeting no. 2021.6

### Study board state of the union:

#### Semester evaluation reports, fall 2020

CBM will contact the 9<sup>th</sup> semester coordinators regarding supervision of students in POSEO.

09.06.21: Not handled yet.

18.08.21: CBM has sent out a note to section leaders and coordinators to encourage them to offer online supervision to the students while they are in POSEO. **To be removed from the action plan.**

#### Mapping of IT competences and learning goals in study plans

CBM will contact NOVE about how to implement GDPR, ethics and data security in the future study plans.

18.08.21: Not handled yet. CBM will ask NOVE at a coordinatormeting tomorrow. **Remains in the action plan.**



### **“Høring vedr. ændringer i Adgangskrav i optaget September 2022”**

CBM will ask the program responsible for Lighting Design and hear if there should be a change in the list.

18.08.21: CBM has contacted the program responsible to get feedback. Has not received a reply before this meeting. **Remains in the action plan.**

### **Semester group meeting minutes (meeting 2021.6)**

LID8 – SGM3 - CBM will contact head of section regarding lack of lab equipment.

18.08.21: CBM has contacted coordinator, program responsible and section head and asked them to focus on this topic. **To be removed from the action plan.**

### **Coordinator list, Fall 2021**

CBM will contact the new MED1 coordinators to secure that they are in collaboration and also have focus on teachers and TA´s on the new 10 ECTS course for both AAL and CPH.

18.08.21: CBM has contacted the coordinators and asked them to coordinate the new semester on MED1. **To be removed from the action plan.**

CBM will contact NOVE and ask if it is possible to support the new course in MED1C somehow.

18.08.21: CBM will talk to OT about this matter as the internet at the meeting is not very good.

**Remains in the action plan.**

## **5. Study plan revision**

- **Medialogy B.Sc. and Medialogy M.Sc. AAL**
- **Medialogy B.Sc. and Medialogy M.Sc. CPH**
- **Sound and Music Computing MSc. AAL**
- **Sound and Music Computing MSc. CPH**
- **Service System Design MSc.**
- **Lighting Design MSc.**

The new **master study plan for Medialogy** is almost finished and the working group are currently working on the learning goals. The latest plan is attached to this topic on Moodle.

The specializations are no longer part of the study plan. Most of the courses will be taught from one location.

The new study plan will start September 2022. The students that start this year will follow the “old” study plan.

The goal is to simplify the study plan compared to the former. We do not want to make it so detailed so we do not have space to maneuver. The semester descriptions might be more detailed due to this decision.

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



## 6. Semester descriptions, Fall 2021

The semester descriptions are attached to this meeting in two documents. One for AAL and one for CPH. The documents start with CBM notes.

### **AAL:**

An example for the MED7A MPC course was brought up. The course is without hand in of miniproject as a part of the grade. The text under the exam topic reflects this. It needs to be changed with hand in as the exam format in the study plan now is "Oral exam based on a project". All new study plans we make - we use the term saying that there will be mandatory handins to avoid this in the future.

JRJ: It could be nice if the descriptions were more streamlined with regards on objectives and other topics.

CBM: It has not been possible to focus on other things than exams.

At ESN the descriptions are now part of the pages on Moodle. CBM: In the future we hope to have a system for this that collects info from the databases.

### **CPH:**

SMC, Sound processing: Examination text: the formulation is not correct and needs to be changed. It is specified in the study plan that the miniproject is mandatory and should count in the grading.

We had a debate about the contradicting details regarding this description and the study plan.

**Action:** CBM will write feedback regarding this specific course description: The description mentions "brief introduction to transforms, such as Z..." but the study plan describes that applying Z-transform is a skill acquired through the course. Maybe the study plan should have a slightly change.

We had a small debate about lacking coordinator names and teacher names in CPH in general. This topic is at head of section or head of department level not the study board.

CBM: How to correct mistakes in the documents? Should we send them back, or should we edit and inform the teacher.

The replies were different and it would depend on how severe the mistake is.

We had a debate about the descriptions and how important they are. The students look at them if the structure in a course is not so good. The legal department look at them from an administrative perspective, if students are making complaints about a course/exam/teacher etc.

The study board approves the documents and the secretariat can continue the work.

## 7. Study board meetings 2022

The meeting calendar for 2022 was approved.



## **8. Any other business**

Dispensation case:

The study board secretariat has received a dispensation application. The problem for two students that graduated this summer in CPH. Through the study they were under the impression that they were under one specialization, but when they get their diploma it turns out that there is a mismatch. We decided to ask the students to document the former projects to verify why the specializations are wrong.

The study board approves that the students will have a change in their specializations.

JUN: Would like to arrange an introduction group initiative for Medialogy students in CPH.

CBM: Please send a mail to the study board secretariat to apply for funding. Remember to add a budget to the mail informing what is bought and a list with names of the participants. Alcohol is not allowed to be part of the application.

SNE: Getting notifications from a Jammer platform. Does other members of the study board get the same?

CBM: You might be able to unsubscribe it or just archive it – or perhaps contact ITS department.



### **Actions:**

#### **Mapping of IT competences and learning goals in study plans:**

CBM will contact NOVE about how to implement GDPR, ethics and data security in the future study plans.

18.08.21: Not handled yet. CBM will ask NOVE at a coordinatormeting tomorrow.

#### **“Høring vedr. ændringer i Adgangskrav i optaget September 2022”:**

CBM will ask the program responsible for Lighting Design and hear if there should be a change in the list.

18.08.21: CBM has contacted the program responsible to get feedback. Has not received a reply before this meeting.

#### **Coordinator list, Fall 2021 (MED1):**

CBM will contact NOVE and ask if it is possible to support the new course in MED1C somehow.

18.08.21: CBM will talk to OT about this matter as the internet at the meeting is not very good.

#### **Semester descriptions, Fall 2021, SMC, Sound Processing, CPH:**

CBM will write feedback regarding this specific course description: The description mentions “brief introduction to transforms, such as Z...” but the study plan describes that applying Z-transform is a skill acquired through the course. Maybe the study plan should have a slightly change.

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

- Study plan revision
- Mandatory miniprojects (in a future meeting)
- Semester group meeting minutes