Minutes from Media Technology Study Board Meeting 2021.9
Aalborg, Wednesday October 13, 2021

Present members:
Claus B. Madsen (CBM)
Jesper Rindom Jensen (JRJ)
Rodrigo Ordonez (RO)
Olga Timcenko (OT)
Niels Christian Nilsson (NCN)
Henrik Schønau Fog (HSF)
Hjalte Drejer Jørgensen (HDJ)
Hector Thøgersen (HT)
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
Jeppe Paaske (JP), observer, study counselor
Mikkel Gede Hansen (MGH), observer, study counselor
Daniel Claes Thiesen (DCT), observer, LID student

Absent:
Hamzah Ziadeh (HZ)
Jacob Uhrskov Noer (JUN)
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
3 Information from the Vice chairman   • Information from AAU council meetings
4 Status on the action plan from meeting no. 2020.8
5 Study plan revision and self-evaluation   • Medialogy BSc.   • Medialogy MSc.   • Sound and Music Computing MSc., AAL   • Sound and Music Computing, MSc., CPH   • Service System Design MSc.   • Lighting Design MSc.
6 Study environment spring 2021
7 Dispensations
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
We have a new Lighting Design student representative in the Study Board today. We welcome Daniel Claes Thisen (DCT) to the meeting. CBM gave a minor presentation round.

3.   Information from the Vice chairman
Information from AAU council meetings:
No comments to this topic.

4.   Status on the action plan from meeting no. 2021.7

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 coordinator meeting tomorrow.
22.09.21: The information about this is available online. CBM would like the students to have a debate about this topic in the groups and debate this in the next meeting.
13.10.21: SNE conclueded that students lacks tools to handle GDPR. Has looked at ITS webpage and found a FAQ: Questions often asked: where are the specific tools – but no good replies. HJD agrees with SNE, a lot of information, but no help.
CBM: We can conclude that head of study should organize a workshop for all students regarding concrete cases. A local GDPR staff person in the department could be an advantage like the carrier VIP. CBM will inform NOVE about the good ideas. **To be removed from the action plan.**

Discussion topic: Required hand-ins and DADIU examination
CBM and HSF will arrange a meeting and look at the DADIU material
CBM will initiate a working group for the POSEO material
13.10.21: Not handled yet. The students would like to be informed about project hand in requirements. AMR has asked Inaam to send the former DADIU process description during this meeting. **Remains in the action plan.**

Discussion topic: Information to students about the study board
Information meetings in both AAL and CPH needs to be arranged. OT will gladly inform the students in 3rd and 5th semester. HDJ will participate in CPH as well.
CBM will arrange information meetings in AAL together with SNE and DKA/ACC (student guidance).
CBM will update the study board information material (slides) and send it to the involved.
13.10.21: CBM has prepared slides and send it to the involved. OT will inform the students next week. CBM did not have the time to prepare meetings in AAL. Will be handled during spring 2022. **To be removed from the action plan.**

The sceme of delegation for the study board
CBM will examine if we need to give notice to the study board, if we decline an application.
AMR will give notice to Anne C that the study board has approved the sceme of delegation.
13.10.21: If we decline an application the study board should be notified. Because of that we have a new topic in the agenda for each meeting called "Dispensations". Anne C is informed. **To be removed from the action plan.**

5.   **Study plan revision and self-evaluation**

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

The new version of the M.Sc. Medialogy study plan is on the agenda today, for approval.
CBM showed the latest version.
The major changes compared to the 2020 version are no specializations, 20 ECTS projects and only two project options in the 3rd semester. There are also more elective courses in this study plan than the previous one.
"Lang afgang" is no longer a possibility as we consider it not a positive option for the students to handle. A common 9th semester with two courses is also no longer a possibility unless the students apply for an individual study plan and find the courses elsewhere as preapproved by the study board.
We had a debate about POSEO in an external organization and the students own companies. There should be a supervisor in the company to be in charge of the competences that the student should meet together with an AAU supervisor.
3rd semester activites are all pass/fail based on a project.
As a note to this topic OT is against all in this study plan.

We ran through all activites:

MED7 project unit needs more focus together with the Machine Learning course. See coments under the course.
Action: CBM encourages staff to write project proposals or look at former project proposals – will it be possible to use them in this project description?

Machine Learning for Media Technology course: We had a debate about this course.
The study board representatives are mainly for the title or some of it that reflects Machine Learning. Maybe state in the text that it is an introduction course. We had a debate about the course content compared to the project. Both needs more focus to awoid overlap. Explicitly we had a debate if it should be a mandatory course. A majority of the study board votes for an elective course.
Action: CBM will contact the authors of both the project and this course to look more into the details and consider if the course could be elective.

Advanced Computer Graphics: HSF would like to add "Real-time" in the topic.
JRJ would like to split the text under the competences to two bullets.
Action: CBM will contact the authors to inform about the comments regarding this course.

Mobile and Wearable Computing: JRJ comments that it is not easy to read from the skills what is part of the teaching. The learning goals are not specific enough. ROD: What about prerequisites. CBM: If a guest student would like to take the course, we will ask the teacher for approval, so in this case no prerequisites.
Action: CBM will inform the authors that the learning goals must be rewritten.

MED8 project unit: Objectives lacks some text. Knowledge: Bullet two may be in a wrong position. Consider if this is in a good position over the MED5 project (progression).
Action: CBM will ask the authors to look at this description again.

Multi-modal Perception and Cognition (MED8 mandatory) course. We lack a description regarding progression compared to former courses on the bachelor study plan. Cognition should explicitly be described in the text. Competences; first bullet should perhaps be revised regarding Bloom level.
Action: CBM will inform the authors about these comments.

Signal Processing for Interactive Systems (MED8 elective) course.
There was a small debate about the objectives. No further comments.

Spatial User Interfaces (MED8 elective) course. Connection to the course in the bachelor course is fine, but the overlap to the project might be an issue. More of the learning goals that uses special user interfaces (use the title to define the course) should have focus and perhaps be changed.
Action: CBM will inform the authors about these comments.

Embodied Interaction (MED8 elective) course. Skills; first bullet needs focus and to be defined into details. Perhaps examples.
Action: CBM will contact the author with these comments.

Game Research and Development (MED8 elective) course. This is a more research based course compared to the elective practical course in MED6. Is there a vision?
JRJ comments that the third bullet under "skills" should be revised. The project unit lacks a title.
Action: CBM will inform the authors to look at this description again.

MED9 project unit:
POSEO in a company or in a research group. 30 ECTS with fewer learning goals compared to the other versions has been in focus. The main goal here is to have a broad description to cover both scenarios. No further comments.

DADIU game production semester in MED9. No comments.

Master thesis: Is a copy of the former description with few changes. It is not specific enough. Please also have focus on the word "specialization" if it is wrong chosen in this study plan.
Action: CBM will contact the authors with these comments.

It was not possible to approve this study plan today. CBM will contact NOVE and the steering comity/the authors to bring our reflections. As there is a deadline November 1, CBM will hopefully send out a mail with a new version for approval very soon.

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

6.   Study environment spring 2021

To this meeting documents are attached with information about the study environment spring 2021.

Some students lacks social arrangements. CBM: we are happy to support arrangements that needs funding. SNE: Initiatives are lacking.

Another issue – comment regarding course exams handled as group exams is bad.

CBM: How many do you know are group based?

HT: In MED4, two of the exams were group based with individual grading. It differs if a student likes to be with the group or not. There ares mixed opinions about it.

OT: It depends of the course content and the exam time. It is the first time I hear about this. It would have been nice to hear it during the lectures.

Conclusions:

CBM:
- We cannot act more on the social aspects as we already have. We support almost all applications that we receive.
- And we were not aware that the group based exams were an issue. We support that the students communicate with the teachers during the lectures or fill out the questionnaire for the surveys.

7.   Dispensations

Not handled at this meeting, as we ran out of time.

8.   Any other business

Nothing to comment.

Actions:

Discussion topic: Required hand-ins and DADIU examination
CBM and HSF will arrange a meeting and look at the DADIU material
CBM will initiate a working group for the POSEO material
13.10.21: Not handled yet. The students would like to be informed about project hand in requirements. AMR has asked Inaam to send the former DADIU process description during this meeting.

Study plan revision, M.Sc. Medialogy:
MED7 project unit needs more focus together with the Machine Learning course. See coments under the course.
CBM encourages staff to write project proposals or look at former project proposals – will it be possible to use them in this project description?

Machine Learning for Media Technology course: We had a debate about this course.
CBM will contact the authors of both the project and this course to look more into the details and consider if the course could be elective.

Advanced Computer Graphics: HSF would like to add "Real-time" in the topic.
JRJ would like to split the text under the competences to two bullets.
CBM will contact the authors to inform about the comments regarding this course.

Mobile and Wearable Computing: JRJ comments that it is not easy to read from the skills what is part of the teaching. The learning goals are not specific enough. ROD: What about prerequisites. CBM: If a guest student would like to take the course, we will ask the teacher for approval, so in this case no prerequisites.
CBM will inform the authors that the learning goals must be rewritten.

MED8 project unit: Objectives lacks some text. Knowledge: Bullet two may be in a wrong position. Consider if this is in a good position over the MED5 project (progression).
CBM will ask the authors to look at this description again.

Multi-modal Perception and Cognition (MED8 mandatory) course. We lack a description regarding progression compared to former courses on the bachelor study plan. Cognition should explicitly be described in the text. Competences; first bullet should perhaps be revised regarding Bloom level.
CBM will inform the authors about these comments.

Spatial User Interfaces (MED8 elective) course. Connection to the course in the bachelor course is fine, but the overlap to the project might be an issue. More of the learning goals that uses special user interfaces (use the title to define the course) should have focus and perhaps be changed. CBM will inform the authors about these comments.

Embodied Interaction (MED8 elective) course. Skills; first bullet needs focus and to be defined into details. Perhaps examples.
CBM will contact the author with these comments.

Game Research and Development (MED8 elective) course. This is a more research based course compared to the elective practical course in MED6. Is there a vision?
JRJ comments that the third bullet under "skills" should be revised. The project unit lacks a title.
CBM will inform the authors to look at this description again.

Master thesis: Is a copy of the former description with few changes. It is not specific enough. Please also have focus on the word "specialization" if it is wrong chosen in this study plan.
CBM will contact the authors with these comments.

It was not possible to approve this study plan today. CBM will contact NOVE and the steering comity/the authors to bring our reflections. As there is a deadline November 1, CBM will hopefully send out a mail with a new version for approval very soon.

Topics/actions to the next meeting agenda:

- Study plan revision and self-evaluation
- Mandatory miniprojects (in a future meeting)