



Minutes

Subject: Study board meeting – No. 2023.02
Date: 15 February 2023
Minute taker: Tatiana K. Madsen
Participants: Tatiana K. Madsen, Peter Koch, Henrik Schiøler, Troels Bundgaard Sørensen, Henning Olesen, Thomas B. Moeslund, Heidi Sørensen, Rikke Skov Udengaard (EIT), Thomas Gundgaard Mulvad (CE), Mads Steentoft (COMTEK), Miad Anbari (ROB), Marianne Enslev Mikkelsen (EIT), Daniel Vitagliano (CCT)
Observer:
Cancellations: -

Agenda

1. Welcome to new members of the study board
2. Approval of agenda
3. Election of vice-chairman
4. Meeting plan 2023
5. Evaluation of winter exams
6. Exam specification
7. Messages
8. A.O.B.

Minutes

Ad. 1. Welcome to new members of the study board

TKM welcomed the new student members of ESN. There was a short presentation round.

TKM and the new student members had a pre-meeting where the role and tasks of ESN members were discussed. We are looking forward to productive collaboration in ESN during 2023.



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Ad. 2. Approval of agenda

The agenda was approved.

Ad. 3 Election of vice-chairman

Daniel Vitagliano has been elected as a vice-chairman of ESN.

Ad. 4. Meeting plan 2023

HSO has prepared a plan for the upcoming ESN meetings for 2023. With minor changes it was approved. HSO will send outlook calendar reservations.

Ad. 5. Evaluation of winter exams

Experiences from the winter exam session have been discussed and evaluated:

Digital submission for written exams: the main challenge is when a student would like to write on a paper or an illustration/ drawing is required that is easier to make by hand. Solution with a web cam was acceptable, even though some students were uncertain whether their cameras produce pictures with good enough quality (also given different and difficult light conditions in examination rooms).

If a student has a tablet/ computer with a possibility of writing with a pen, it would be convenient to use it during an exam. It is unclear whether usage of a tablet is allowed.

Action point: to find out whether usage of tablets is allowed during a written exam. Responsible: HSO, TKM

Reduction of time for written exams: for some exams students felt that the examination set was not reduced. Teachers point out that it is difficult to scale a set suitable for 4 hours to a set for 3 hours examination. It is not about scaling down the number of problems, but the difficulty level.

Usage of ITX flex fir written exams: students with Linux computers were happy to have this opportunity (COMTEK5 almost all students applied for dispensation; ROB 2 students; no students from EIT, PDP and CCT), however the practical side can be improved. E.g. there is no place for an observer to walk behind the last row of tables. The challenge of not having a solution working also for Linux computers is also known at other SNs at TECH faculty and pro-dean is aware of this problem. It is doubtful that a solution will be found for summer exam session.

General conclusion is that it worked and we continue with the same procedures for the coming summer exam period. Additionally, it is important to provide detailed information about exams for the students in good time.

Action point: to remind the course-holders about the procedure and ensure that exam info is provided in good time. Responsible: TKM, study secretariat

Statistics for passing exams in January 2023: The failure rate for math-heavy courses is high (around 50%; results only for the 1st examination attempt, since the results for re-exam is not known yet for all courses). E.g. for Signal Processing the worst results have shown COMTEK and E-diplom. In the updated study regulation there is a separate course in Signal Processing for COMTEK and we anticipate that having a dedicated course will have



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a positive impact also on failure rate. We continue to be aware of the fact that diplom students have more difficulties with theoretical subjects.

No actions are planned.

Ad. 6. Exam specification

Before winter exam session, ESN has received a number of questions from both teachers and students regarding allowed tools for exams. Currently, it is up to an individual teacher to provide such lists and the exam specifications and descriptions of exam procedures are very heterogeneous. It is desired to update an exam specification template, making it easier to fill in by teachers and extending the information that it provides. The updates for the current template have been discussed.

Exam specification document will be placed on the moodle pages in the future. This will make it more convenient for students to find the required information.

Action point: based on the provided feedback to prepare an updated version of exam specification document.

Responsible: TKM

Ad. 7. Messages

- "Kvalitets status" and "kvalitetes rapporterings" meetings will be hold at the end of February.
- Kick-off of the project for integration of SSH and STEM competences was on Feb 14, 2023.

Ad. 8. AOB

- It has been suggested to include the following topics for discussions at ESN future meetings: 1) how we can facilitate good and open dialogs between teachers and students; 2) digitalization of teaching.
- There is still a long reply time from ESN. There are many tasks and constantly new tasks are coming that generate a lot of extra work, however no tasks are deleted from SN lists.