

**Chairman**

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Minutes from Media Technology Study Board Meeting 2023.6 Wednesday, May 3, 2023

Present members:

Claus B. Madsen (CBM)
Cumhur Erkut (CER)
Olga Timcenko (OT)
Jesper Rindom Jensen (JRJ)
Niels Christian Nilsson (NCN)
Asger Arendt Langhoff (AL)
Lukas Gade Ravnsborg (LGR)

Secretaries:

Signe Sølgaard Garp (SSGA)

Present observers:

Kit Valentin (KV), observer MED student AAL
Jens Lindberg Hammer (JLH), observer, study counselor AAL

Absent:

Nis Ovesen (NOVE), observer
Anne-Marie Rasmussen (AMR)
Mads Nyborg Jespersen (MNJ)
Frederik Hald Stappert (FHS)
Doğa Gürler (DG), observer LID student
Atle Søbørg Nyhus (ASN), observer, study counselor CPH
Sofie Julsgaard Nielsen (SJN), observer, study counselor CPH

Minutes keeper:

Signe Sølgaard Garp

Agenda		Enclosure
1.	Approval of agenda and minutes from last meeting	2023-6-1
2.	Information from the Chairman <ul style="list-style-type: none"> Rejection on offering BSc elective courses in English for international guest students 	
3.	Information from the Vice chairman	
4.	Status on the action plan from meeting no. 2023.5	2023-6-2
5.	Study plan revision <ul style="list-style-type: none"> Artificial Intelligence Engineering, B.Eng Medialogy BSc. Medialogy MSc. Sound and Music Computing, MSc. Service System Design MSc. Lighting Design MSc. 	
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.	Teacher of the year 2022-2023 nominations and election (LGR)	2023-6-3
8.	Semester group meeting minutes, Spring 2023 Please read the ones from your own campus!	2023-6-4
9.	Any other business	
10.	Dispensations <ul style="list-style-type: none"> Information from the study board secretariat cases (two) 	



1. Approval of the agenda and minutes

Approval of agenda: Agenda approved.

Approval of minutes from the previous meeting: Minutes approved.

2. Information from the Chairman

We have been contacted by the International Office regarding offering BSc elective courses in English for international guest students. The Study Board secretariate has decided to not offering any BSc elective courses to international guest students, as our Bachelor's programme is Danish, and the courses taught in English can be different from year to year.

3. Information from the Vice chairman

Nothing for this meeting

4. Status on the action plan from meeting no. 2023.5

Minimum admission requirements 2.0 for the 2024 intake

All master programs must make new, more specific admission requirements for the 2024 intake. Not handled yet.

15.12.22: Not handled yet.

18.01.23: Not handled yet.

08.02.23: Not handled yet.

08.03.23: Not handled yet.

12.04.23: Not handled yet. CBM will start the process.

03.05.23: Not handled yet. CBM is waiting for Ellen (Programme coordinator for LiD) is back from sick leave.

Evaluation of study activities, Fall 2022:

a) PBL:

CBM will contact Head of studies regarding the PBL-challenges in the department.

03.05.23: CBM has talked to different people regarding the problem with PBL. The department is aware of the problems with PBL.

To be removed from the action plan

b) Elective courses MED7:

CBM will arrange a meeting with the MED7 coordinators and teachers from both AAL and CPH to address the issue with the themes of the elective courses this semester.

03.05.23: CBM has arranged a meeting later in May with the MED7 coordinators and teachers. The Study Board will get more information after this meeting.

Remains in the action plan

Micro credentials:

Regarding lack of Micro credentials CBM will investigate the case, as he had not heard anything about the problem.



03.05.23: CBM has talked to Hendrik Knoche regarding this matter. We need to have a student helper to help setup the process with the Micro credentials in Moodle. CBM will investigate if it is something that can be done, if so, the Micro credentials also has to be available for the students in CPH. **Remains in the action plan**

5. Study plan revision

- **Artificial Intelligence Engineering, B.Eng**
- **Medialogy B.Sc. and Medialogy M.Sc. AAL**
- **Medialogy B.Sc. and Medialogy M.Sc. CPH**
- **Sound and Music Computing MSc.**
- **Service System Design MSc.**
- **Lighting Design MSc.**

Stefania, Cumhuri, Nis and Claus are planning to have a meeting on how we can keep SMC, e.g., as a specialization in the MSc Medialogy study plan for CPH.

More information will come when we know what is going to happen.

6. Self-evaluation action plan

- **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.**

Nothing new for this meeting.

7. Teacher of the year 2022-2023 nominations and election

LGR will contact the student representatives after the Study Board meeting to do the TOTY election, as only two out of four student representatives are present at the Study Board meeting.

8. Semester group meeting minutes, Spring 2023

AAL:

MED2A SGM2	JRJ: The students ask for TAs in the PMA course. OT added that she could not do the PMA course in CPH without the TAs.
MED4A SGM2	No comments.
MED6A SGM2	CBM: we will look into the work-load in the semester, especially the work-load in the mini-project in the Game course.
MED6A SGM3	No comments.
MED8A SGM2	Study secretary, Nicola Walker has handled the practical things stated in the minutes. No further comments.



CPH:

MED4C SGM1	The students are unhappy about the group rooms in CPH as they do also function as lecture rooms. Section leader in CPH, HSF has made a "Fix-it group" with some students to fix things regarding the group room. LGR will follow up on the Fix-it group.
MED4C SGM2	No comments.
MED6C SGM1	The students ask for information regarding master's programme. LGR says that there has been one event regarding Create's Master's programme. However, it was held at the same time as another important event, so not all could participate.
MED6C SGM2	No comments.

9. Any other business

KT: DADIU are struggling this year for getting attendings. The deadline for applying is extended to June 12, 2023.

Niels Christian leaves AAU by the end of May for a job at Novo Nordisk. Thanks to Niels Christian for the time he has committed to the study board work.

10. Dispensations

- **Information from the study board secretariat**
None.
- **Cases (closed point)**
Two cases regarding additional exam attempts (4th and 5th).



Actions:

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Follow up on the PMA course in AAL

CBM will follow up on the PMA course In AAL as it is stated in the SGM2 that "Overall, the students are very unhappy over how the course was run".

Topics/actions to the next meeting agenda:

- Study plan revision and self-evaluation
- Dispensations (last topic in the agenda)
- Annual report: Computer Science censor corps (June)
- Group size policy (June) OT will prepare a document.
- PBL Group Formation Processes (June)