

**Chairman**

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Minutes from Media Technology Study Board Meeting 2022.11 Wednesday, December 15, 2022

Present members:

Claus B. Madsen (CBM)
Jesper Rindom Jensen (JRJ)
Niels Christian Nilsson (NCN)
Cumhur Erkut (CER)

Secretaries:

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

Present non-members:

Kit Valentin (KV), observer MED student AAL
Jens Lindberg Hammer (JLH), observer, study counselor AAL
Sofie Julsgaard Nielsen (SJN), observer, study counselor CPH
Doğa Gürler (DG), observer LID student

Absent:

Olga Timcenko (OT)
Rodrigo Ordonez (RO)
Nis Ovesen (NOVE), observer
Julius Ebenau Winther (JEW)
Atle Søborg Nyhus (ASN), observer, study counselor CPH

Minutes keeper:

Signe Sølgaard Garp

Agenda		Enclosure
1.	Approval of agenda and minutes from the last meeting	2022-11-1
2.	Information from the Chairman	
3.	Information from the Vice chairman	
4.	Status on the action plan from meeting no. 2022.10	2022-11-2
5.	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. 	
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.	Semester coordinator list, Spring 2023	2022-11-3
8.	Results of the study start evaluation BSc Medialogy, 2022	2022-11-4
9.	Study start evaluations, Master programmes, 2022	2022-11-5
10.	Semester group meeting minutes, Fall 2022	2022-11-6
11.	"Datapakken" (study reports) 2022	2022-11-7
12.	Any other business	
13.	Dispensations <ul style="list-style-type: none"> • Information from the study board secretariat • 3 Cases (closed point) 	



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

NOVE and CBM have held education meetings with SMC, SSD and LiD. Next time CBM has suggested that a representative from the students should be invited to the education meetings.

Election 2022 – from February 2023 we have three new students from CPH and one new student from AAL in the study board.

3. Information from the Vice chairman

This topic is skipped as the vice chairman is absent.

4. Status on the action plan from meeting no. 2022.10

Annual report: Computer Science censor corps

CBM will contact censors at AAU and investigate how the feedback works at AAU.

08.06.22: CBM has not handled this topic yet.

We had a minor debate about feedback from the reports.

17.08.22: Not handled yet.

14.09.22: Not handled yet.

12.10.22: It is possible to get more information, but now it is only as an XML-file. KV offers to try to make the XML-file readable.

09.11.22: CBM showed a file with a lot of information. Also, personal information. The plan is to contact the staff that can create these files and get the information that relates to our study board. We will see more of this in the next meeting.

15.12.22: Not handled yet. Will be handled in February or March 2023. **Remains in the action plan.**

Formalized guidelines on the coordinator meeting

CBM will introduce the formalized guidelines for reports and papers that NCN and Sofia Dahl have prepared, on the next coordinator meeting.

15.12.22: Has been handled. CBM has informed teachers and coordinators at the coordinator meeting. **To be removed from the action plan.**

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. **Remains in the action plan**

Scheme of delegation:

AMR and SSGA will update the scheme of delegation with digital project exams for students on POSEO.

15.12.22: AMR and SSGA have updated and revised the delegation scheme. The approval of the delegation scheme will be on the agenda for the meeting in January or February. **To be removed from 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. CPH**
- **Service System Design MSc.**
- **Lighting Design MSc.**

New education in AI: We are hoping that a new education in AI is going to be approved by the ministry. We aim to have the first intake in September 2023.

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. Semester coordinator list, Spring 2023

The semester coordinator list is approved.

8. Results of the study start evaluation BSc Medialogy, 2022

The answering percent is very low; 31 pct. for Aalborg, 28 pct. for Copenhagen, 29 pct. in total. That is too low to get a good picture of the study start.

In general, the report is more "green" (positive) than "red" (negative), which is good.

JRJ mentions that the only point where the answers are more red than green, is "Students' experience of information and introduction in study start".

It does not appear from the appendix, what the students think of this matter. Was there too much information, did the information come too late, was there not enough information? The study board does not know. Only one student (from Copenhagen) has elaborated on his/her answer, stating that it was confusing to find information on Moodle.

One student (from Aalborg) has commented that there still are a lot of drinking games etc. in the study start, and that the study start tutors seemed immature. Could be taken into consideration next year when hiring study start tutors.

9. Study start evaluations, Master programmes, 2022

MED7A: Only one student has responded on the evaluation. Nothing to comment on.



MED7C: Overall the students were happy with the study start. One student says that it was hard to find a group as a new student at AAU. Maybe the group forming should be looked at. CER will bring the message back to the MED7 team.

LID7: Students felt that they were received well. No further comments

SMC7: Overall it looks okay. No comments that have a need for action.

SSD7: Overall it looks okay. No comments that have a need for action.

For all evaluations: The students are not impressed about the PBL-introduction.

10. Semester group meeting minutes, Fall 2022

AAL:

MED1A SGM2: No comments that have a need for action.

MED3A SGM2: The students asked to have the "Grand Day of Testing" again this year. No comments that have a need for action.

MED5A SGM3: No comments that have a need for action.

MED5A SGM4: No students showed up.

MED7A SGM2: RTCG needs some focus from the teachers. It is a shared course, followed by both AAL and CPH.

CPH:

MED3C SGM1: No comments that have a need for action.

MED3C SGM2: No comments that have a need for action.

MED5C SGM1: No comments that have a need for action.

MED5C SGM2: The students are not sure that the exam in RAT will be held in accordance with the curriculum. CBM will contact OT regarding this matter.

The students are complaining over the cold temperature everywhere in the building. The Study board cannot do anything in this matter. If it is colder than 19 degrees, they can contact campus services by the AAU Building Support App.

MED7C SGM2: No comments that have a need for action.

SMC7 SGM3: No comments that have a need for action.

SSD7 SGM2: No comments that have a need for action.



11. "Datapakken" (study reports) 2022

The study board went through all the red and yellow key numbers at the overview scheme on p. 3 in the "Datapakke".

Unemployment: The department has hired a person to help students getting easier into jobs.

VIP/DVIP: Medialogy in CPH have a tradition of hiring teaching assistants which has a negative impact on the key numbers for the VIP/DVIP ratio. LiD has had a lot of health challenges in the teacher team; therefore the department has been forced to hire people from outside.

1st year drop-out: The study board secretariat has started an analysis to find out exactly which students how have dropped out. The study secretaries and first-year semester coordinators will get this data to see if they know the reasons behind the drop-out.

Standard study time + 1 year drop-out: The same as the above.

Exceeding of study time: Medialogy in Aalborg: Only two students are delayed, but they are a very delayed, due to illness. Therefore, the average is heigh (3,9 month). SMC: The study board secretariat has started an analysis to find out exactly which students how have exceeded their study time, and the reasons why.

The study board secretariate will share the results of the analysis on a study board meeting in the beginning of 2023.

12. Any other business

Nothing for this meeting.

13. Dispensations

- **Information from the study board secretariat**
None.
- **Cases**
Three – closed point



Actions:

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15.12.22: Not handled yet. Will be handled in February or March 2023.

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.

Examination in RAT, Copenhagen

CBM will contact OT to ensure that there is agreement on the examination and assessment format for the examination in RAT.

Topics/actions to the next meeting agenda:

- Study plan revision and self-evaluation
- Dispensations (last topic in the agenda)
- Approval of the revised scheme of delegation (in January or February 2023)
- Results of the analysis of 1st year drop-out, standard time + 1 year drop-out, and exceeding of study time (February)