Minutes

Subject:	Study board meeting – No. 2024.5
Date:	1 May 2024
Minute taker:	Tatiana K. Madsen
Participants:	Tatiana K. Madsen, Peter Koch, Jens Myrup Pedersen, Troels Bundgaard Sørensen, Henrik Schiøler, Thomas B. Moeslund, Heidi Sørensen, Steffen Tidou Pedersen (CE), Anders Peter Bundgaard Kristensen (ES), Mathias Lykholt-Ustrup (ROB), Ronja Katharine Pihl (PDP), Julie Holm Bengtsson (CYBER)
Observer:	Ove Andersen
Cancellations:	Marie Hastrup Brisson (CCT)

Agenda

1. Approval of agenda
2. Approval of minutes from meeting in April 2024
3. AI in education
4. Task description for supervisors on the 1st year
5. Semester group meetings minutes – Spring 2024
6. Template for project status updates for semester group meetings
7. Dispensation
8. Messages
9. A.O.B.

Minutes

Ad. 1. Approval of agenda

Agenda was approved.

Ad. 2. Approval of minutes from meeting in May 2024

The minutes were approved.

Ad. 3 AI in education

Ove Andersen, Head of Studies, has been invited to participate and discuss this item.

Draft for the questionnaire (that should be sent to the vice-dean and will be discussed on next DRU meeting) has been prepared by TKM and OA. It has been discussed during the meeting and updated afterwards. It will be presented by TKM on DRU meeting on May 28, 2024.
The following points have been made during the discussions:

- Reflection on use of generative AI tools in reports: ESN members are positive about this idea. **Action item:** to select semesters for this pilot. To write text that describes the task for the students and supervisors. **Responsible:** TKM. **Time frame:** text to be approved on ESN meeting in June; distributed to coordinators in August 2024.
- AI in PBL teaching: there are different aspects of AI. Qualified critical use of AI toolbox is a natural part of PBL, and it can become a part of Intro to PBL course or PBL progression.
- Challenge: development of AI is going on very fast and what the tools can now / or what they can not do, can easily be different in a year time.
- Long term perspective: discussion about what implications on learning techniques and individual development the generative AI tools have.

Ad. 4. Task description for supervisors on the 1st year

Ove Andersen, Head of Studies, has been invited to participate and discuss this item

Two years ago ESN prepared a task description document specifying tasks of supervisors. The purpose of this document is to help getting an overview of the tasks for a newly appointed supervisors and serve as a check-list for supervisors. The tasks of a supervisors, especially on the 1st year of education, go beyond providing technical assistance, but also include assistance with achieving PBL learning goals, help with social integration and well-being of all students in a group. TKM has prepared a draft for a document specifying these tasks. During the meeting the draft has been presented and discussed.

ESN agrees that supervisors have an important role and they can positively contribute to well-being (or at least avoid to contribute negatively); ensure respectful atmosphere and contribute to motivation.
At the same time, it was clear that it is difficult to find the proper formulations for the document describing the tasks desirably clear. The draft will be updated based on the input.
Action point: provide comments/ suggestions for formulations via email. **Responsible:** All
Action point: update the document based on the feedback. Final version should be distributed to the coordinators in August 2024. **Responsible:** TKM

Ad. 5. Semester group meetings minutes – Spring 2024

Minutes from the following semester group meetings have been processed: ESD2, ESD4, COMTEK2, EIT6/COMTEK6, CCT4, PDP6, ROB4, ROB6, AVS8, Cyber2, ES8, ROB8. There are no items that require attention from ESN.

EIT6/COMTEK6: students are happy with the project support short courses. They recommend that this set up continues also with the implementation of the new study regulations.

8. semester Competence workshop: the teacher at AAL campus got positive feedback. Students see that importance of being able to set the words to describe "I can PBL", such that PBL competences are understandable to the outside world. However, the concept and set up get negative feedback and criticism. It is obligatory to participate, and this indicates that it should be taken very seriously. However, students are not getting feedback on what was delivered, and the assignment could be something produced within 10 minutes by ChatGPT program. Additionally, there is a wish to have information and date for the workshop available well in advance; at the beginning of the semester. **Action point:** to communicate students' feedback to PBL responsible. **Responsible**: TKM

Piano in aula: it can be disturbing for teaching when somebody is playing piano in aula, even though it is very nice. **Action point**: to put a sign not to play during lecture hours**. Responsible**: HSO. **Time-frame:** September 2024, when lectures start again.

Ad. 6. Template for project status updates for semester group meetings

As discussed during meeting in April, we would like to introduce a practice that students provide information to coordinators on the status of their projects before the semester group meeting. To help with this process, a draft for a template has been prepared by Anders Kristensen with the feedback from TBS. Anders has presented the template and it was discussed. With minor revisions, it was approved. It can be found in the Appendix. It is important to underline that the template is not meant as a substitution of the project status discussions during the semester group meetings; on the contrary it should be used as a starting point and facilitate the project status discussions.
Action point: to inform coordinators and distribute the template. **Responsible**: TKM

Ad. 7. Dispensation

A dispensation has been processed. The information provided in the application was found not sufficient to make a decision. It will be requested to provide further documentation.

Ad. 8. Messages

- PK has provided an update on the work on E-Diplom study regulations and thought behind the proposed changes and adjustments.
- STP has updated on the progress in Teacher of the Year election process.

Ad. 9. AOB
None

Appendix

Project status

The following fields should be filled in by the group and sent to the coordinator 3 days before the semester group meeting. Please note that providing information about the project status beforehand does not remove the item om projects from the agenda. On the contrary, this information is used to facilitate the discussion.

Short description of the project: (Only first time)
Shortly describe your project in 2 to 4 lines

Changes to the project (compared to the project proposal/ initial ideas):
Shortly describe changes to the project in 1 to 4 lines. please state why the changes are being made.

Current progress status:
Shortly describe where you are now and what the next step is in 2 - 5 lines.

Current challenges:
Shortly describe the challenges you are facing now 1 - 3 lines

Collaboration with supervisor(s):
Shortly describe how collaboration with supervisor(s) is ongoing.

Study curriculum:
Do you see any problems fulfilling the curriculum with the project? If yes, describe how you plan to stir the project in a direction to fulfil the curriculum.