



Study Board for
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Minutes from Media Technology Study Board Meeting 2019.5 Aalborg, Wednesday June 12, 2019

Present members:

Claus B. Madsen (CBM), Chair
Martin Kraus (MK)
Olga Timcenko (OT)
Michelle Fly (MFL)
Stefan Nordborg Eriksen (SNE)

Secretaries:

Anne-Marie Rasmussen (AMR)
Annette Erichsen (ANE)
Pia S. Vase (PSV)

Present non-members:

Jon Ram Bruun-Pedersen (JRBP), observer
Nis Ovesen (NOVE), observer
Ingeborg Goll Rossau (IR), observer, study counselor
Marlene Geer Lomborg (MGL), observer, study counselor
Elisabeth Sidenius Nordentoft (EN), observer, study counselor
Amalia De Götzen, guest at topic 2
Cumhur Erkut, guest at topic 2
Mette Hvass, guest at topic 2

Absent:

Rodrigo Ordonez (RO)
Christine Ingerslev (CI)
Sára Janáčková (SJ)
Britta Jensen (BJ), observer
Alexander Sennefelder (AS), observer, study counselor
Morten Falch (MF)

Agenda	
1	Approval of agenda and minutes from last meeting
2	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.
3	Information from the Chairman
4	Information from the Vice chairman <ul style="list-style-type: none"> • Teacher of the year 2018-2019
5	Status on the action plan from meeting no. 2019.4
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 group meeting minutes, spring 2019
8	Coordinator list, Fall 2019
9	Aspects of project supervision <ul style="list-style-type: none"> • Avoiding overly long analysis phases • Getting all students in the group to work on all aspects of the project
10	Representation areas and Student/VIP composition of Study Board for next election



11 Employer panel <ul style="list-style-type: none">• Approval of Department proposal for panel candidates
12 Any other business

1. Approval of the agenda and minutes

Approval of agenda: Approved.

Approval of minutes: Approved.

2. Study plan revision

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

Guest: Amalia De Götzen, Service System Design, M.Sc.:

Amalia was invited as a guest to this meeting, to inform about the minor changes in the revised study plan starting from 2020. The revision group has worked on minor changes. They have chosen to change a course title in 2nd semester; the course was originally taught with input from CMI, but now it is in the hands of the SSD research group and more tailored towards the education. The new title reflects the content better than before. Data is the core and it has been an emphasis. Other courses have been edited with minor changes.

We had a debate about 3rd semester. How can the mandatory course be combined with the POWIAC? Amalia explained that the course will be offered in 2 segments 1 week before and 1 week after the POWIAC. The students in POWIAC will be informed before semester start. A small debate about grading ensued. It would be nice if the study plan or at least the course title could change already now.

CBM: it looks fine. The simplicity of the 3rd semester is really nice.

Action: CBM and ANE will investigate if the change of the course title could take place in the study plan for 2019.

Guest: Cumhur Erkut, Sound and Music Computing, M.Sc.:

Cumhur was invited as a guest to this meeting as a substitute for Stefania Serafin, to inform about the new SMC study plan targeted for roll-out from 2020.

SMC will only be offered in CPH. The revision group has looked at former students in POWIAC and study abroad contracts. 1st semester has a new course "New Interfaces for Musical Expression". It is essentially an old course from another semester with a new title. The 2nd semester project will in the future be Sonic Interaction Design. The courses will primarily be given in Copenhagen in collaboration with Medialogy program. Cumhur also informed that the courses have a scientific angle regarding conferences, i.e., each course reflects are scientific conference, where the SMC research group is active. CBM asked Cumhur to have a debate with the revision group regarding the semester title "SMC Innovation" in the 2nd semester, just to make sure that the topic relates to the course package, and that the word Innovation is actually the right word for the semester, and the intended learning goals.



Action: CBM and NOVE will look into how we can get Entrepreneurship into our various M.Sc. study plans in a systematic way; e.g., how students can do something similar to POWIAC, but in their own "company" under guidance from AAU Innovation.

Guest: Mette Hvass, Lighting Design, M.Sc.:

Mette was invited as a guest to this meeting as a substitute for Ellen K. Hansen, to inform us about the new Lighting Design study plan. Targeted for roll-out from 2020.

The major changes are in the 3rd semester – regarding POWIAC and combining this with the courses.

New courses in 3rd semester. Academic Paper Writing is made in collaboration with Ole B. Jensen from A&D in AAL. The plan is that the students need to learn the fundamentals of report writing on 1st semester, and then practise paper writing in the Evidence-Based Lighting Design on 2nd semester, and then have a more elaborate introduction to paper writing on the 3rd semester through the mentioned A&D course. Debate about the POWIAC constellation. Many possibilities. Maybe only 30 ECTS or 25 + 1 course in POWIAC. CBM asks Mette to debate with the revision group regarding the "long thesis" and the necessity about it. Mette should also debate the grading in the study plan with the revision group.

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

3. Information from the Chairman

Drop out figures for first year Medialogy: The latest figures states 17% in CPH and 12% in AAL. This is very fine compared to previous years, where AAL for example had 29% dropout on the 2017 cohort.

Action: CBM will send a mail to Jon, Niels Chr. and Hendrik (1st year coordinators) to ask if they have an idea about why this is so much better than last year.

4. Information from the vice chairman

Teacher of the year 2018-2019

SNE has sent the nomination to the secretariat. The nominated supervisor is Victor Schmuck from MTA in AAL. SNE has also prepared the process description – it looks fine. It needs minor adjustments. We had a small debate about the process, and also who will win the prize. It will be settled by the student representatives in the study board.

Action: SNE will look at the process description and send it to CBM for approval.

Action: SNE will send the name of the person or group that wins the prize to the secretariat.

5. Status on the action plan from meeting no. 2019.4

Teacher of the year

SNE will inform CBM about the elected teacher of the year, as well as the prepared document – deadline May 20. **To be removed from the action plan.**

Course / project grade statistics

CBM will prepare some text to a document that includes a reply related to revision of study plans. The study board requested some changes. CBM has received a document from Hendrik Knoche recently with the requested changes. We will look at it at the next meeting. **Remains in the action plan.**



AV productions – future hand ins:

CBM and AMR will find a student helper to start up this process.

April meeting: It has not been possible to find a solution yet. We had a debate about which solution we should focus on.

CBM and AMR will contact ITS and "Studieservice" to find the platform.

May meeting: CBM will ask Jon about update from VBN.

June meeting: Jon has asked about it and it is a study secretary task, which will be impossible to incorporate right now. If a student member would like to arrange an award party with AV productions, then the study board will support this. **To be removed from the action plan.**

New examination rules 2019

CBM will figure out how to interpret the rules for the project exams (deadlines etc.) regarding individual exams in groups. CBM awaits an answer from the study council meeting.

May meeting: It is now possible to have an individual project exam despite the student is in a group. Deadline for application is 6 weeks before hand in.

NOVE: It will be informed through the new homepage and information to the students in MED6 and 10th semester will be given through Moodle in good time before the deadline.

We also had a debate about the thesis contracts. Information regarding both will be given at semester start. **To be removed from the action plan.**

Semester group meeting minutes, spring 2019

MED6C SGM2: Technologies and social Media – comment regarding the teacher in a bad way.

CBM will contact the coordinator regarding quality check of the minutes.

CBM will contact the study secretary and ask that the minutes are without annotations.

It has been handled both by contact and at coordinator meetings. **To be removed from the action plan**

MED2A SGM3: The students asks for TA´s to PFI

CBM will look into this matter. **Remains in the action plan.**

MED6A SGM2:

CBM would like to contact the coordinator to hear if the minutes are quality checked. It is handled.

To be removed from the action plan.

MED10 A SGM2: AVA lab was not available in a period with conference and stress testing, where students needed to test systems at the same time. We had a debate about new equipment.

CBM will contact the coordinator to hear about buying equipment to the labs or potentially allow students to get access to Robotics Lab for VR testing purposes. CBM contacted the Robotics lab coordinator, but it was only possible for Robotics students or student projects with robotics related work to get access. **To be removed from the action plan.**

Semester evaluation reports, fall 2018

CBM will contact section leader regarding MED3A evaluation report. It is handled. **To be removed from the action plan.**

CBM will look into revision of the harmonization rules in general. It is handled. **To be removed from the action plan.**

CBM will look at critique regarding MPC and MLMT in MED7A. **Remains in the action plan.**

CBM will contact coordinator for MED9A regarding MID term seminar. It is handled. **To be removed from the action plan.**



6. Self-evaluation action plan

- **Medialogy B.Sc. and Medialogy M.Sc.**
- **Sound and Music Computing M.Sc.**
- **Service Systems Design M.Sc.**
- **Lighting Design M.Sc. (encl.)**

There is no news to this topic.

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

7. Semester group meeting minutes, spring 2019

CPH:

LID8 SGM3: No comments

MED2C SGM3: No comments

MED4C SGM3: No comments

MED8C SGM2 and SGM3: No comments – but the minutes lacks details.

Action: CBM will contact the coordinator about this.

8. Coordinator list, fall 2019

AMR has prepared a document with the coordinator and secretary names for fall 2019 (see the enclosure for the meeting: Koordinator_sekretær oversigt E18_E19).

Changes according to last year: Mohammad Sabet will coordinate MED3 AAL. Rolf Nordahl will coordinate MED7 in CPH.

The list had an error: Jon will coordinate MED1 in CPH not Niels Chr.

The coordinator list were approved.

Action: AMR will update the list for fall 2019 and place it on the new webpage.

9. Aspects of project supervision

- **Avoiding overly long analysis phases**
- **Getting all students in the group to work on all aspects of the project**

We had a debate about the analysis phase – pros and cons for how much time groups spend on the initial analysis phase. The phase from the broader perspective to the concrete project is important to focus on. Students are fond of deadlines. It is important that the group knows about the resources including supervision. Project management is also important. Supervisors tend to be very different, but all kinds of types seems to be good. Regarding PBL it is important with a good analyse and it is important with an adjustment of expectations from the beginning of the semester.

June meeting: CBM: we will not continue this topic. It is an ongoing process, so we can raise the topic another time if needed. It is important that the students make reflections regarding the grading during the education if needed.

We had a small debate about revision of Medialogy bachelor study plan and possibly a semester without group areas to make space for 1st year students in the Create building in AAL.



10. Representation areas and Student/VIP composition of Study Board for next election

CBM informs that the students are elected for 1 year and the VIP representatives are elected for 4 years. We have 6 students and 6 VIP staff represented.

NOVE: As it is now we have 1 VIP representative from ESN and we have 1 VIP staff from MTA in their study board. We need to consider if it will continue in the future.

Jon: We should continue with 6/6 not less. It would be nice to have more representatives from CPH in the future.

NOVE: 2 in AAL and 3 in CPH + chairman could be the set up.

MFLY: It will be a good idea to inform the students early in the semester to present the election.

CBM: Fine idea. Both in AAL and CPH. Jon will do it in CPH in collaboration with student representatives and the study guidance.

Action: CBM will send a mail or give orientation at the next study board meeting.

11. Employer panel

- Approval of Department proposal for panel candidates

The study board approves the list.

12. Any other business

Foundations in Medialogy

MGL has received questions from students regarding the master course "Foundations in Medialogy". It seems that it is a specialization course.

CBM: Last year we worked a lot with the thought not having many specializations. But in the meantime the specialization work stopped, and we could continue the revision work with the specializations.

MGL: It seems that the course is slightly different in AAL compared to CPH. Especially the Game specialization.

NOVE: It is two different educations and the harmonization is no longer required. That means that the courses can end up being rather different.

We had a debate about the differences between AAL and CPH.

Action: CBM will contact Hendrik Knoche regarding this topic. Maybe the teacher in CPH could visit AAL and give a couple of lectures to the students with the Game specialization.

"Fordanskning af studieordning"

OT: The course "Programming in MED1" will be taught in both Danish and English. Can a Danish MED5 student be the TA in this course?

NOVE: Yes of course. Ask Lene Rasmussen to help you with the hiring contract.



Actions:

Status on the action plan from the last meeting:

Study plan revision:

- **Service System Design, MSc.**
CBM and ANE will investigate if the change of the course title could take place in the study plan for 2019.
- **Sound and Music Computing, MSc.**
CBM and NOVE will look into how we can get Entrepreneurship into the study plan.

Information from the Chairman – drop out figures 1st year

CBM will send a mail to Jon, Niels Chr. and Hendrik (1st year coordinators) to ask if they have an idea about why this is so much better than last year.

Information from the Vice Chairman – teacher of the year

SNE will look at the process description and send it to CBM for approval.
SNE will send the name of the person or group that wins the prize to the secretariat.

Course / project grade statistics

CBM will prepare some text to a document that includes a reply related to revision of study plans. The study board requested some changes. CBM has received a document from Hendrik Knoche recently with the requested changes. We will look at it at the next meeting.

Semester group meeting minutes, spring 2019 (May meeting)

MED2A SGM3: The students asks for TA´s to PFI
CBM will look into this matter.

Semester evaluation reports, fall 2018

CBM will look at critique regarding MPC and MLMT in MED7A.

Semester group meeting minutes, spring 2019 (June meeting)

MED8C SGM2 and SGM3: No comments – but the minutes lacks details.
CBM will contact the coordinator about this.

Coordinator list, fall 2019

AMR will update the list for fall 2019 and place it on the new webpage.

Representation areas and Student/VIP composition of Study Board for next election

CBM will send a mail or give orientation at the next study board meeting.

Any other business – Foundations in Medialogy

CBM will contact Hendrik Knoche regarding this topic. Maybe the teacher in CPH could visit AAL and give a couple of lectures to the students with the Game specialization.

Topics/actions to the next meeting agenda:

Study plan revision

Self-evaluation action plan