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Minutes from Media Technology Study Board Meeting 2022.9 Wednesday, October 12, 2022

Present members:

Claus B. Madsen (CBM)
Jesper Rindom Jensen (JRJ)
Rodrigo Ordonez (RO)
Niels Christian Nilsson (NCN)
Olga Timcenko (OT)

Secretaries:

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

Present non-members:

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

Absent:

Nis Ovesen (NOVE), observer
Cumhur Erkut (CER)
Julius Ebenau Winther (JEW)
Atle Sjøeborg 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 the last meeting	2022-9-1
2.	Information from the Chairman	
3.	Information from the Vice chairman	
4.	Status on the action plan from meeting no. 2022.8	2022-9-2
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. 	2022-9-3
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.	Minimum admission requirements	2022-9-4
8.	Limited access to AAU study programmes 2023-2030	2022-9-5
9.	Evaluation of study programmes, Spring 2022	2022-9-6
10.	Evaluation of the study environment, Spring 2022	2022-9-7
11.	Survey to the Study Board from the new Pro-rector, Anne Marie Kanstrup English video: https://youtu.be/uXN_UB8Z4kQ Danish video: https://youtu.be/6uWv5-OYiKo	
12.	Any other business	
13.	Dispensations <ul style="list-style-type: none"> • Information from the study board secretariat • Cases (one) 	



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

Hello to Doga, new observer from LiD7. We all gave a short presentation.

3. Information from the Vice chairman

This point is skipped as the vice chairman is absent.

4. Status on the action plan from meeting no. 2022.08

Information from the Chairman - Appointment of new vice chair:

CBM will contact JEW and inform him about the decision regarding the post as vice chair.

12.10.22: CBM has sent JEW an email this regarding, on the 14th of September 2022. **To be removed from action plan.**

Re-visit the DADIU exam due to CBMs experiences

Maybe HSF can join a SN meeting where we can discuss this.

09.02.22: Not handled yet. Maybe we can have it as a point in an agenda at a meeting where we don't have a lot of other stuff.

09.03.22: CBM and HSF will arrange a meeting to debate DADIU exam experiences. And will they have to change anything in the future?

06.04.22: Not handled yet.

09.05.22: Not handled yet. We will look at it in the fall.

08.06.22: Not handled yet.

17.08.22: Not handled yet.

14.09.22: Not handled yet.

12.10.22: Not handled yet. **Remains in the action plan.**

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. **Remains in the action plan.**

Formalized guidelines for reports and papers

CBM will send an email to the semester coordinators and teachers, saying that there are no formalized guidelines. If formalized guidelines are wanted, they must be in the semester descriptions before semester start.

08.06.22: Not handled yet. NCN and Sofia Dahl will work with the guidelines during August. The guidelines should contain expectations in general. Mainly for students in master semesters. The study board would like to see the outcome of this meeting. Possibly in the September meeting.

17.08.22: NCN and Sofia are in process with the guidelines.

14.09.22: NCN informed that he and Sofia Dahl have created formalized guidelines for the students regarding hand in material for projects, mainly to avoid misunderstandings. See



attachment to this topic. There has mainly been some confusion regarding scientific papers as hand in material. KV and JLH were both involved in the process and had comments to the document, which was very fine. We had a debate whether it is possible to hand in a scientific paper in other semesters than MSc01 (maybe MSc02 or MSc03) or not. It seems that the study board can grant dispensations to this according to the exam rules at Aalborg University. It would be a good idea to mention this in the document and refer to the paragraph in the rules. CBM and JRJ will look at the guidelines for reports and papers prepared by NCN and Sofia Dahl and give reflections before it is informed out to all colleagues.

12.10.22: CMB and NCN have send the document to their fellow colleagues in AAL and CPH. There have been no reactions. **To be removed from action plan.**

Study plan revision

CBM will ask for a draft of the new SSD study plan, so it can be approved at the next study board meeting.

12.10.22: CBM has received a draft and a presentation from the SSD team. **To be removed from 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.**

We looked at the presentation from Amalia and the SSD-team of the new 2023 study plan. The presentation shows the differences from the old to the new study plan, and the reasons for the changes. There are new courses at SSD7 and SSD8. SSD9 and SSD10 remains the same.

CBM will make sure that the linguistics will be similar to the new 2022 MSc Medialogy study programme.

JRJ is wondering if there is a reason why the exam in "Design Futures" is pass/fail, when all the other exams are 7-point grading scale. CBM will ask the SSD team about that.

The study board approves the new 2023 SSD study plan as it is now. If there will be any changes, the study board secretariat will email the members of the study board.

- **Lighting Design MSc.**

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.**



CBM showed the action plan for the self-evaluation. At this meeting we looked at the points for SSD.

7. Minimum admission requirements

We looked at the suggestions from the different programmes.

Overall, the study board found that all the suggested minimum admission requirements were very broad, not that specific and a bit vague.

E.g., the admission requirement for SSD is 20 ECTS in STEAMD – it can be a lot of things. It is not that clear what to look for.

Likewise, the 10 ECTS programming requirements for Medialogy is too little. A medialogy bachelor student has 15-20 ECTS in programming courses, and more if we count the programming including in the projects.

Conclusion: the study board rejects the suggested minimum admission requirements for all study programmes. The requirements must be adjusted.

NB: on October 26, 2022, CBM send an email to the study board stating that the study board had to accept the admission criteria. See the appendix in the end of the minutes for more details.

8. Limited access to AAU study programmes 2023-2030

Information point. We looked at the document for how many seats we are getting for each study programme over the years until 2030.

9. Evaluation of study programmes, Spring 2022

MED6A: 6 out of 33 has responded on the survey. Basically, the students think the programme was fine. Some wanted more practical courses than academic courses. "Human senses and Perception" are mentioned as the *least important module* several times in the survey. Hopefully it will help now, when the module no longer stands alone, but are included in other modules in the 2021 study plan.

MED6C: 6 out of 34 has responded. No further comments.

General for MED6 CPH+AAL: Very few respondents.

JRJ: a lot of students mention that they miss knowledge in the depth, and that they find some courses very superficial. RO adds that students often choose to focus on courses they find aligned with the projects. In other courses they just do what must be done to pass. Therefore, sometimes the students' effort in these courses are superficial, and not the other way around.

MED10A: Again, relatively few respondents. Only few collaborations with external organizations. No further comments.

MED10C: Many students have had collaborations with external organizations, but some still do not have any. No further comments.

LiD10: Most of the students do their master's thesis alone. No further comments.



SMC10: Lots of external collaborations. "Embodied interaction" is mentioned as the *least important module*. This is not the case for the Medialogy programme. Maybe the EI-course is not that relevant for the SMC students. No further comments.

SSD10: No comments.

General for all study programmes: Very few respondents.

JRJ: many students have a very low average in studying hours per week.

10. Evaluation of the study environment, Spring 2022

We looked at the Excel overview provided by Anne Christoffersen regarding the study environment spring 2022, and the individual surveys for the semesters

Some of the LiD7 students miss social activities with LiD9.

CBM: it is difficult to make social activities at LiD9 as the majority of the students are at POSEO, and therefore not present at campus. The same applies for the 10th semester, as the students are focused on their master's thesis.

11. Survey to the Study Board from the new Pro-rector, Anne Marie Kanstrup

We took a short break to see the video and do the survey. A lot had already done the survey before the meeting.

We had a debate regarding experiences with online teaching, online supervision, hybrid teaching, MS Teams and the like.

12. Any other business

KV: Game Jam lost a large funding.

Conclusion: KV will inform the Game Jam organizers to contact the study board for funding.

13. Dispensations

- **Information from the study board secretariat**

None.

- **Cases**

One – closed point



Actions:

Re-visit the DADIU exam due to CBMs experiences

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Formalized guidelines on the coordinator meeting

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

Guest lectures

CBM will contact the career VIP and ask them to arrange some guest lectures.

Minimum admission requirements 2.0 for the 2024 intake

All master programmes must make new, more specific admission requirements for the 2024 intake.

Topics/actions to the next meeting agenda:

- Study plan revision and self-evaluation action plan
- Dispensations (last topic in the agenda)

Topics/actions to the next meeting agenda:

- Study plan revision and self-evaluation
- Dispensations (last topic in the agenda)



Appendix: email from CBM to the study board regarding minimum admission criteria

Fra: mtstudyboard
Sendt: 26. oktober 2022 21:29
Til: Jesper Rindom Jensen; Rodrigo Ordoñez; Olga Timcenko; Niels Christian Nilsson; Cumhuri Erkut; Julius Ebenau Winther
Cc: Doga Gurler; Kit Valentin; mtstudyboard
Emne: Minimum admission criteria, revisited

Dear all,

Unfortunately, and regretfully, I have to write you this mail, in regards to our discussions concerning item no. 7 on the agenda at the October 12, 2022, study board meeting. The point concerned the necessary creation of minimum admission criteria for all our M.Sc. educations; on Moodle you may find the enclosure that accompanied that agenda item.

At the meeting, the study board decided to reject all the proposed admission criteria, on grounds of them being either too lenient in terms of ECTS points, or too vague in terms of academic requirements, or a combination.

It has unfortunately been made clear to the study board secretariat, that NOT submitting such criteria at a November 1, 2022, deadline, is not an option. The AAU is legally obligated to provide such criteria for all M.Sc. educations accepting students for the 2023 intake. And AAU has already been given a warning about not having these in place.

So, I now have no other choice that to come to you with the very unfortunate message, that we will have to accept the criteria as they were at our meeting, and as they were represented in the enclosure.

This email will be amended to the minutes from our October 12 meeting. Hence the records will show that initially the study board turned down the proposals, only to be overruled by legal necessity.

The presented admission criteria will not influence actual admission practice, since the criteria have been drafted by the very people who every year process all applications. So, while not perfect, these admission criteria should not alter who gets admitted, and who does not.

I will try to make sure all educations make a "version 2.0" of the criteria before the next deadline for study plan changes (November 1, 2023). To this end, we will put on the action list, that I contact the relevant people and request new versions. But for now, the proposals you saw at the meeting will be legally in effect at the 2023 intake.

Sincerely,
Claus