



Minutes from Media Technology Study Board Meeting 2022.06 Monday, June 8, 2022

Present members:

Claus B. Madsen (CBM)
Jesper Rindom Jensen (JRJ)
Rodrigo Ordonez (RO)
Niels Christian Nilsson (NCN)
Julius Ebenau Winther (JEW)

Secretaries:

Anne-Marie Rasmussen (AMR)

Present non-members:

Kit Valentin (KV), observer MEDA student
Mikkel Gede Hansen (MGH), observer, study counselor CPH
Jens Lindberg Hammer (JLH), observer, study counselor AAL

Absent:

Olga Timcenko (OT)
Cumhur Erkut (CER)
Hjalte Drejer Jørgensen (HDJ)
Jeppe Paaske (JP), observer, study counselor CPH
Atle Søbørg Nyhus (ASN), observer, study counselor CPH
Sofie Julsgaard Nielsen (SJN), observer, study counselor CPH
Alexandru Cristian Chiritescu (ACC), observer, study counselor AAL
Daniel Claes Thiesen (DCT), observer, LID student
Nis Ovesen (NOVE), observer

Minutes keeper:

Anne-Marie

| Agenda | | Enclosure |
|--------|--|-----------|
| 1. | Approval of agenda and minutes from the last meetings | 2022-6-1 |
| 2. | Information from the Chairman | |
| 3. | Information from the Vice chairman | |
| 4. | Status on the action plan from meeting no. 2022.5 | 2022-6-2 |
| 5. | Study plan revision and self-evaluation <ul style="list-style-type: none">• Medialogy BSc.• Medialogy MSc.• Sound and Music Computing, MSc., CPH• Service System Design MSc.• Lighting Design MSc. | |
| 6. | "Høring vedr. Ændringer i Adgangskrav i optaget september 2023 samt fastsættelse af krav til særlige fag opgjort i ECTS" | 2022-6-3 |
| 7. | "Høring over valgdata 2022 TECH (ph.d.-udvalg og studienævn)" Representation areas and Student/VIP composition of Study Board for next election | 2022-6-4 |
| 8. | Semester group meeting minutes, Spring 2022 | 2022-6-5 |
| 9. | Any other business | |
| 10. | Dispensations <ul style="list-style-type: none">• Information from the study board secretariat• Cases (none) | |



1. Approval of the agenda and minutes

Approval of agenda: Agenda approved

Approval of minutes from the previous meetings: Minutes approved.

2. Information from the Chairman

No information for this meeting.

3. Information from the Vice chairman

No information as he was absent from this meeting.

4. Status on the action plan from meeting no. 2022.05

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. **Remains in the action plan.**

Coordinator list Fall 2022

CBM will contact Henrique (MED7C) and ask him if he is comfortable with the task and also introduce him to the collaboration with the study board.

09.05.22: Not handled yet.

08.06.22: AMR and SSGA has had a fine and informative meeting with Henrique. **To be removed from the action list.**

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. **Remains in the action plan.**

TOTY2021/2022

HDJ is making a list with teachers who were nominated to send out to the teachers and students. HDJ is also going to choose a student who have nominated a teacher, to receive a gift card to the bookstore.

08.06.22: The student is nominated and has received a mail regarding the gift card to a bookstore. The list with nominated teachers is still lacking. **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.

Remains in the action plan.



5. Study plan revision and self-evaluation

- **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.**

M.Sc. SSD staff are working on a minor study plan revision.

Status on the self-evaluation action plans from the extraordinary study board meeting in April: CBM is waiting for a meeting with Nis, the head of studies.

6. "Høring vedr. Ændringer i Adgangskrav i optaget september 2023 samt fastsættelse af krav til særlige fag opgjort i ECTS"

CBM gave orientation about this topic. The admission requirements should be more specific in our master study plans. These requirements need to be clear and specific. Today we have staff that handles all applications from students without legal right. It is needed to have a fair guideline for them in the future.

CBM will draft such minimum requirements for all educations (Medialogy, Service Systems Design, Lighting Design, and Sound and Music Computing). These drafts will be sent to the staff that are currently evaluating applications for these educations. Once finalized, these minimum requirements will be sent to the admissions office, and later (in October) they must formally be written into our study plans.

7. "Høring over valgdata 2022 TECH (ph.d.-udvalg og studienævn)" Representation areas and Student/VIP composition of Study Board for next election

We agree that we will keep the same number of seats as now (6 VIP AAL/CPH and 6 students AAL/CPH). Instead, we will look at the seats next year, because in 2023 VIP seats on the Study Board will be on election.

8. Semester group meeting minutes, Spring 2022

AAL

MED6A SGM3 - JRJ – Game design: the miniproject had some impact on the course.

Students: All groups have spent too much time on the miniprojects. We had a debate if it is the students that cannot handle the time or if it is a pressure from the teachers in general. It seems that alignment of expectations is needed. One could consider changing the ECTS measurements to hours in the course description to enlighten the work load.



NCN – meeting in CPH August 16 with colleagues where the topic could be raised.

CBM will also prioritize to raise it at the next section meeting in AAL.

MED8A SGM3 – no comments.

CPH

MED4C SGM2 – no comments

MED6C SGM2 – no comments

9. Any other business

Goodbye and thank you to Mikkel and Jeppe for the good collaboration in the study board.

10. Dispensations

- **Information from the study board secretariat**

None

- **Cases**

AMR: We have had some applications regarding postponement of project hand in.



Actions:

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.

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.

TOTY2021/2022

HDJ is making a list with teachers who were nominated to send out to the teachers and students. HDJ is also going to choose a student who have nominated a teacher, to receive a gift card to the bookstore.

08.06.22: The student is nominated and has received a mail regarding the gift card to a bookstore. The list with nominated teachers is still lacking.

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.

Topics/actions to the next meeting agenda:

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