



Study Board for
Media Technology
mediatech@sict.aau.dk
www.sict.aau.dk

Chairman
Claus B. Madsen
Phone: +45 9940 8788
cbm@create.aau.dk

Secretaries
Annette Erichsen
Phone: +45 9940 7790
ane@create.aau.dk

Anne-Marie Rasmussen
Phone: +45 9940 8792
amr@create.aau.dk

Pia Vase
psv@create.aau.dk

Minutes from Media Technology Study Board Meeting 2019.3 Aalborg, Wednesday April 3, 2019

Present members:

Claus B. Madsen (CBM), Chair
Rodrigo Ordonez (RO)
Martin Kraus (MK)
Olga Timcenko (OT)
Michelle Fly (MFL)
Stefan Nordborg Eriksen (SNE)
Christine Ingerslev (CI)
Sára Janáčková (SJ)

Secretaries:

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

Present non-members:

Jon Ram Bruun-Pedersen (JRBP), observer
Ingeborg Goll Rossau (IR), observer, study counselor
Marlene Geer Lomborg (MGL), observer, study counselor
Elisabeth Sidenius Nordentoft (EN), observer, study counselor
Alexander Sennefelder (AS), observer, study counselor
Nis Ovesen (NOVE), observer

Absent:

Morten Falch (MF)
Britta Jensen (BJ), observer

Agenda	
1	Approval of agenda and minutes from last meeting
2	Information from the Chairman <ul style="list-style-type: none"> • Employability – Create • Kvote 2 admission
3	Information from the Vice chairman <ul style="list-style-type: none"> • Teacher of the year process
4	Status on the action plan from meeting no. 2019.2
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	Identification of students in risk of dropping out, March 2019
8	Semester evaluation reports, fall 2018
9	Semester group meeting minutes, spring 2019
10	First year dropout
11	Input to coming requisitions
12	Any other business



1. Approval of the agenda and minutes

Approval of agenda:

CBM: Would like to add topic: "Status of members" in the beginning of the meeting.
Approved.

Approval of minutes:

Approved.

Status of members

CBM announced that from March 1, 2019 LR is no longer a member of the study board. Head of department and the dean has appointed OT for the study board and she has become a formal member from March 1, 2019. Jon Ram Bruun-Pedersen (JRBP) is now appointed as observer of the study board instead of OT. Number of participants in the board will be revised fall 2019.

2. Information from the Chairman

Employability - Create

CBM informed about the employment statistics. The most interesting aspect is significant drop in unemployment for Medialogy AAL and CPH.

Kvote 2 admission

CBM informed about the Kvote 2 admission figures. We have quite a significant drop in the applications. The reason for the drop could be found in the language change.

Parathedstjekker

250 people have done the questionnaire. A lot of them are interested in Computer Games. Many have almost no programming skills. Out of 250 answers 20 have stated that they want to meet a study councilor.

Legacy stuff

CBM is content about feedback regarding Screen Media, where some semester group meeting minutes indicated insufficient focus on games and interactive media.

3. Information from the vice chairman

Teacher of the year process

SNE informed about the TOTY process and got the announcement approved by the other student members. Deadline for the students is April 20.

CBM: Would like to have the process changed in the future.

More visible about the process and the nominees, perhaps text online.

Action: SNE will send the announcement to AMR soon, so the students can nominate their candidates before deadline.

4. Status on the action plan from meeting no. 2019.2

Constitution of the study board

CBM will meet SNE and prepare him for the task.

CBM has communicated a bit with SNE but not met yet. A meeting could be arranged soon.

Remains in 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.**

MED10C – Debate about writing thesis reports and working with practical stuff. It is a balance also related to the PBL work. A coordinator could perhaps gain improvement in the groups by having a supervisor meeting before each semester.

OT: Have had a small debate in a cookie meeting in CPH, and the outcome was that it should be part of the description in a study plan. Perhaps some text about the supervision culture.

CBM: At supervisor meetings it could be a good idea to inform the students that they are equally responsible for the whole project.

The debate needs more time, and we will add the topic in another meeting.

Topic for the next meeting: AMR will remember to add the topic in the agenda. The topic will be: "Aspects of project supervision": Avoiding overly long analysis phases and Getting all students in the group to work on all aspects of the project.

Semester descriptions, spring 2019

The study board finds it interesting to hear if the department has a policy about relations between mini-projects and main project work.

CBM: Has been in contact with head of studies and we will hear more about this after next study council meeting. **To be removed from 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.

Action: CBM and AMR will contact ITS and studieservice to find a suitable platform.

Remains in 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. **Remains in the action plan.**

Discussion about students' use of report material in scientific publications

It might be an issue, if a master student writes a thesis, including a paper that is obtained at a conference. CBM will address this issue for the head of department and head of studies. CBM has announced this and staff at Create will receive a guide regarding this matter. **To be removed from the action plan.**



5. Study plan revision

- **Medialogy B.Sc. and Medialogy M.Sc.**

CBM: The groups working on these topics, had a meeting last week.

Medialogy B.Sc. is taking form.

Medialogy M.Sc. has some issues. Especially the specializations. Will we have elective courses or specialisations? Some years back students would like to have a clearer identity regarding the program.

We had a debate about the structure – pros and cons.

- **Sound and Music Computing MSc.**

CBM had a meeting this morning with the VIP group in CPH. They know exactly what they want to change.

- **Service Systems Design MSc.**

CBM had a meeting this morning with the program responsible for SSD. The main plan is to change the competence profile. And possibly look at the elective courses.

- **Lighting Design MSc.**

CBM had a meeting with the program responsible last week. They are in collaboration with SBI and need to meet a few times more. Minor changes are required.

CBM expects to present all study plan drafts at our June meeting and end the process in September 2019. The study plans will be ready for use from September 2020. We are not yet sure about how to implement the master study plans. It could be all in 2020 – or implemented over 2 years.

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

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.)**

Nothing new to this topic.

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

7. Identification of students in risk of dropping out, March 2019

Statistics have been drawn regarding our students and mails are sent out to relevant students.

It is not all students that wants to meet, but some accepts the offer.

Debate about study counselors being visible. They want to make 2 Facebook pages for the study counselors in both AAL and CPH.

Action: CBM will at the next coordinator meetings mention the study counselors.

Action: CBM would like to meet the study counselors during this semester.



8. Semester evaluation reports, fall 2018

CPH:

- LID7 Study environment. Students find the semester quite stressful
LID9 Almost all students are in POWIACs
MED1C See MED1A. AVS is not a problem. PBL course issues. Low attendance at lectures. A lot of students failed compared to AAL. They didn't really prepare for the exam. Remember the PBL grade issue (stated under the course)
MED3C IP course bad evaluated – exam set with faults
MED5C Wait till next meeting
MED7C No comments, as the report will be handled by CBM
MED9C No comments
SMC7C Study environment
SSD7 Study environment. PBL high criticized. Other courses the students were divided / polarized into skills. Program responsible are looking into the challenges in the program course. CBM: It is important with feedback.
SSD9 Many students in POWIAC.

ESB:

None

AAL:

- MED1A AVS issues last 4 years. CBM has met with the lecturers the last 2 years. Better structure in CPH compared to AAL. Debate about 3D graphics – hopefully it will be another set up in the new study plan.
SMC9A Not many students.

Action: CBM will draft conclusions for all available semester evaluation reports for approval at the next meeting.

9. Semester group meeting minutes, spring 2019

CPH:

- LID8 SGM1 Approved
MED2C SGM1 Approved
MED4C SGM1 Approved
MED6C SGM1 Theory and Practice of Game Design and Development: The course is running as a video call to Aalborg, but there are technical issues consisting of long waiting responses. Both Aalborg and Copenhagen students find it very frustrating having to wait for responses The Study Board recommended the students to talk to fellow students, and discuss the problem with the lecturer next time trying to find a solution.
SMC8C SGM1 One student is flying in from Copenhagen to participate in the elective course Sound Perception. Next time he is not able to participate, because he didn't buy his ticket in time and couldn't get a 'youth ticket'. A normal flight ticket is very expensive and the reimbursement of his expenses is very late. This arrangement will not take place in the future.

ESB:

- MED10E SGM1 Postponed to the next SB meeting
MED10E SGM2 Postponed to the next SB meeting



AAL:

MED2A SGM1 Approved

MED4A SGM1 Approved

MED6A SGM1 Coordinator needs to allocate 15 minutes at semester start for the survey. Students were expecting this

MED8A SGM1 Approved

SMC10A SGM1 Approved

In general the SOL system were badly evaluated in many of the minutes from AAL.

The meeting stopped here, as we ran out of time. Topic 10 will be part of next agenda!

10. Input to coming requisitions

11. Any other business



Actions:

Status on the action plan from the last meeting:

Teacher of the year process

SNE will send the announcement to AMR soon, so the students can nominate their candidates before deadline.

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Identification of students in risk of dropping out, March 2019

Under this topic we had a debate about study counselors being visible.

CBM will at the next coordinator meetings mention the study counselors.

CBM would like to meet the study counselors during this semester.

Semester evaluation reports, fall 2018

CBM will draft conclusions for all available semester evaluation reports for approval at the next meeting.

Topics/actions to the next meeting agenda:

Study plan revision

Self-evaluation action plan

Aspects of project supervision

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

Semester group meeting minutes

Remember to add MED10E SGM1 and MED10E SGM2 as they were not handled in this meeting.

Input to coming requisitions