

## Minutes of meeting (2024-08) in the Study Board of Build, Energy, Electronics and Mechanics in Esbjerg 09.10.2024

### *Present:*

Matthias Mandø (MMA) (Chair), Daniel Ortiz Arroya (DOA), Jesper Liniger (JEL), Ulisse Valeriani, Jeppe Akash Bundsgaard Sørensen

Anette Larsen (ALL) (secretary)

### *Absent:*

Mads Pagh Nielsen (MPN), Visnu Ritesh Vijayakumaar Palanisamy

### *Copy:*

Sara Lindberg Hildebrandt, Britta M. Jensen, Charlotte Slot Lolk, Anne Linde Poulsen, Pia Vestergaard Jensen, Christian Winther Dissing, Mads Pagh Nielsen, Tamas Kerekes, Gitte Hageman Christensen, Head of department, Rikke Steensbæk.

*Minute taker:* ALL

## Agenda

1. Approval of agenda
2. Approval of minutes of meeting 11.09.2024
3. Follow up after meeting 11.09.2024
4. General announcements
5. Minutes of semester group meetings
6. Graduate survey (Christian Winter Dissing) – postponed until next meeting
7. Internship – contact with companies
8. Internship exam (praktikeksamen)
9. Reasons for unenrollment
10. [AAU Elections \(election to the study board\)](#)
11. Study programme revisions: approval of competences in “CFD & Multiphase flow”
12. Should Secretaries write the SGM (proposal received from teacher) (added during meeting)
13. AOB
14. Credit transfer and exemptions (confidential)

## Minutes

### 1. Approval of agenda

- Item No. 6: Postponed
- MPN: Has cancelled
- Build SGM: Not yet there

Agenda approved.

Please note that an extra item was added during the meeting: Should Secretaries write the SGM (proposal received from teacher).

### 2. Approval of minutes of meeting 11.09.2024

Minutes approved without comments.

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## 3. Follow up after meeting 11.09.2024

- **Interim Curricula:** An application has been sent to “Studieordninger”. Awaiting reply.
- **Generative AI:**
  - A mail has been sent to all students from both the study secretaries and the legal department.
  - MMA includes this topic in semester group meetings to disseminate the message.
- **Supplements:** MPN to call for meeting to establish rules and procedures. No updates from MPN regarding this.

## 4. General announcements

- **Prorector’s Meeting (27 Sep):** Not online, no participation. Held four times a year. MMA did not participate due to it not being online.
- **DSUR (30 Sep):** No relevant information this time.
- **Learning Day for Teachers (2 May 2025):**
  - Students will also be invited as part of continuing education for teachers.
  - The theme is currently being discussed.
  - Pro-rector has tentatively agreed to participate in a panel debate about the future of Esbjerg education, possibly along with the head of the department and a student representative.
  - Student members of study board expressed possible interest in participating in a panel debate.
- **Planning of 5th Semester Trip to Grundfos and Aarhus:**
  - Attempted to go to either Steigsdal or Terma, however, this was not possible.
  - This will also be a social event with some hours in Aarhus.
  - Next year, planning will start earlier, possibly including student members of the study board.
- **Mail on ‘Orientation of New Rules for Use of AI’:** (please also see above – follow-up after last meeting)
  - Info mail sent to all AAU students.
  - Students can use AI for grammar improvement, but it must be stated.
  - Evaluation of the student’s ability to formulate and spell correctly must be part of BSc and MSc thesis (university law). §13 in the study curriculum.
- **Meeting with the study counselling office/Heidi**
  - Meeting with Heidi, we discussed behavioral codex and student stress.
  - Heidi has prepared statistics of her meetings with students. There is no professional diagnosis, just an indication of student stress levels.
  - Discussion on root causes of stress and other problems, and the importance of clear focus for students.
  - Next year, study start will include master students, which is excellent.
  - Reminder to MMA to specify if issues are student or teacher-related in communication with Heidi. Addendum: We will consider inviting Heidi to a study board meeting next year.
- **Drop Out Rates:**
  - Not updated; just for monitoring purposes.

## 5. Minutes of Semester Group Meetings

### AIE1

- **Comments on PBL:**
  - There was a reply from teacher regarding comments on PBL course. The SB is satisfied with the reply.
  - DOA (supervisor for AIE first semester) remarked that students were confused about what to do. Advice was given to DOA regarding special focus areas for first year students as this was his first time supervising students on first year.
  - It is necessary, that students make a group contract on first semester and use the tools provided in the PBL course for their project work. It is also commented that some coordinators (here ASK) make a detailed guide with requirements for the first semester project report.
- **Course 3 (Energy Systems and Electro-Physics):** Students complain about lack of information on the exam. Mma will talk to teacher.

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## AIE3

- **Applied Engineering Mathematics (3rd Semester):** No problems. (compare this to 5 semester who were rather critical)
- **Linear Algebra:** Evaluation of previous semester's exam. Students remark that the exam does not reflect the topics in the course. Exam represented 5% of lectures/topics. MMA will talk to the teacher.

## EN3

- **AC circuits:**
- Minor issue with page number not being provided for mandatory reading. Teacher has been made aware of this.

## EN5

- **Electrical machines**
  - MMA has talked to teacher.
- **IT problems:**
  - **Technical Issues:** Need to eliminate technical issues. Teachers must be aware that technical stuff doesn't always work. The issue was raised during the latest department meeting, and MMA has subsequently had a meeting with our head of department. Various technical issues is a reoccurring problem in the semester group meeting minutes and has been for a decade without an effective solution to the great frustration of teachers, students and study-board.
  - **Camera Issues:** Cameras in seminar rooms not working. Meeting with study secretaries to address this. Working towards banning use of these cameras and use Teams or flipped learning instead.

## 6. Graduate survey (Christian Winter Dissing)

Postponed until next meeting.

## 7. Internship – Contact with Companies

One student wrote to MMA/BEEM suggesting that AAU could do more to help students find an internship. More specifically suggesting AAU Esbjerg could host a kind of job fair. The topic was discussed:

- Open house and energy camp did not work well; companies had a bad experience.
- There is already a job fair in Esbjerg in Dokken and students get free schedule so they can participate.
- Study office have a list of previous companies where students have been in internship.
- E1 have a mentor programme which can help with contacts.
- There are CV courses and similar.
- When MMA is contacted by students, he inquires about their interests in order to direct them to the right companies. In general, supervisor can be approached to provide suggestions and contacts, but it must be the students who take the initiative.
- **Conclusion:** We encourage students to participate in existing job fairs.

## 8. Internship Exam (Praktikeksamen) for Bachelor of Engineering (diplomingeniør)

- **Background:**
  - There is a rule that one third of examinations must be carried out with external examiners
- **Request from Anders:**
  - ASK desires the exam to only be 30 min.
  - However, AAU internal rules states that it must be 45 minutes
- **Details of the internship report:**
  - No specific theme, short daily notes, list of jobs, a few examples, and a company description.
  - Grading: Passed or not passed.
- **MMA's Suggestion:**
  - Change the exam format instead to Written examination with only internal examiners

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- This requires external examiners on 2nd, 3rd, 5th, and 7th semesters project exams. (change from internal to external on 3<sup>rd</sup> and 5<sup>th</sup> semester)
- ADD: MMA investigated the economic consequences and, provided we have 3-4 students per group, the change will not cost the department more money.
- **JEL comments:**
  - External exams on almost all semesters.
  - Difficulty in finding external censors.
- **Decision:** Accepted.

## 9. Reasons for Unenrollment

- MMA presents the overview.
- There are no comments.

## 10. AAU Elections (Election to the Study Board)

- **Information Board:** This has been posted on the information board.
- **Continuation:** We hope student members will continue, please remember to sign up.

## 11. Study Programme Revisions: Approval of Competences in “CFD & Multiphase Flow”

- The issue was that Skills and Competences were the same.
- JEL: Expressed confusion about the difference between skills and competences.
- Changes approved.

## 12. Should Secretaries write the SGM (proposal received from teacher) (this item was added during the meeting)

- MMA recommendation: It should be the students, as it puts secretaries in a difficult position.
- Decision: Rejected.

## 13. AOB

- **Bullets for info screen**
  - Exams have been changed from external to internal.
  - Info on online teaching

## 14. Credit transfer and exemptions (confidential)

Survey of list in WorkZone.

## Action points, incl. responsible people – Study board meeting 09.10.2024

Please see item 5 – semester group meetings. MMA will talk to teachers about the comments.

Mechanics and civil engineering – new project modules that reflect whether examiners are internal or external

Application to the legal department for same changes, to take place from 2025.

## Items moved to next meeting's agenda

- Graduate survey (Christian Winther Dissing)