



Minutes of meeting (2023-03) in the Study Board of Build, Energy, Electronics and Mechanics in Esbjerg 20.04.2023

Present:

Matthias Mandø (MMA) (Chair), Daniel Ortiz Arroya (DOA), Morten Eggert Nielsen (MEN), Anette Larsen (ALL) (secretary)

Absent:

Rokas Sukauskis (Vicechair), Visnu Ritesh Vijayakumar Palanisamy, Basira Khaksar, Mads Pagh Nielsen (MPN)

Copy:

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

Minute taker: ALL

Agenda

1. Approval of agenda
2. Approval of minutes of meeting 13.03.2023
3. Follow-up from last meeting
4. General announcements
5. Minutes of semester group meetings
6. Approved exemptions and merits
7. Status study programme revision
8. List of delayed students, prepared in connection with help initiatives
9. Avoid exam cheating and plagiarism
10. Project submission dates – proposal for winter exam 2023
11. Minutes of semester group meetings, where do we put them?
12. Items to be included in the next meeting
13. AOB

Minutes

1. Approval of agenda

Agenda approved without comments.

2. Approval of minutes of meeting 13.03.2023

Minutes approved.

3. Follow-up from last meeting

Action points, incl. responsible people – Study board meeting 13.03.2023

Appointment of study board, including election of vicechair. The election office has been informed of Rokas' election and he will be added to the DRU mailing list.

Scheme of delegation (decision making authority) Everything is filed (WorkZone, web).



Semester descriptions: Discussion about procedure to be followed by the Esbjerg study board

There are project-, semester- and course rooms in Moodle. The study secretaries will check if the coordinators have updated the semester rooms 10 days prior to semester start.

AIE2, EN 2

Linear Algebra exam. Exam sections are a bit short. Seems like 15 minutes is too short, but maybe an agreement under “first math” Same course as AIE2. MMA has followed up; we cannot immediately change this as it is part of the “first math” deal. Energy’s study leader (Mads) will take it up in the “first math” leader board. The item is closed here.

BA2

At lectures, there is noise from other students. MMA has talked to teacher, there has been an improvement.

Mechanics. (The course is on AIE 4, 6 and EN4). It would be appreciated to get the most out of having online lectures – make a recording, make it possible to watch from home. Morten has followed up and made the teacher aware of the possibilities.

PECT2

There has been a problem with use of black board for online lectures. MMA has communicated with teachers. There were technical problems with electronics tools. It is expected to work next time.

Approval of submission dates. Dates for submission of projects should be approved by the study board. ALL will contact study secretaries and ask for their suggestions, so that dates for the next semester can be approved at the meeting in May with a view to approval before the next semester. See item 10 on the agenda.

Electives autumn 2023 semester, including new elective Intrapreneurship. The list plus intrapreneurship will be presented in Esbjerg. Has been presented, however not including the intrapreneurship. We still hope it will be available. We want to include it in the study curriculum, on the list of electives.

We have received mail from the Energy Study Board about electives autumn 2023 and have noted the composition of courses.

Credits and exemptions. Survey of list from WorkZone. ALL has added column stating reason for decision.

4. General announcements

Study trip, end April

MMA has talked with Jesper Liniger about planning of a study trip to Danfoss at the end of April. Proceeding as planned.

Information mail on “Avoid exam cheating and plagiarism”

Please see enclosures. MMA goes through the mail. (This is item 9 on the agenda)

4th semester students have elected their bachelor specialisations

DS:4 TP:2 TPDip:1 TE(Aalborg):2

Meeting re distribution of teaching hours

Build is supposed to cover a number of courses; however, this is unresolved.

5. Minutes of semester group meetings

AIE2

No issues.

There were comments about availability of tools in workshop. MMA have already talked with coordinator for AIE2 Mads Valentin Bram. The issue is resolved. The common tools are missing, but the more complex tools are there. No action will be taken.



B2

No issues.

There were comments about different input from supervisors. MEN will have meeting with D-VIP next semester. No other action.

EN2

No issues.

There were comments about DC circuits slides which are not very detailed. You can discuss pro and con on different teaching methods: Students cannot expect everything to be on slides. No action will be taken.

MA2

No issues.

BA4

There were comments about:

- Prerequisite chemistry level in Materials science course (there is communication with teachers, we cannot do anything about this, however, we will notice if these comments are repeated next year. Material Science is an essential course)
- English teaching
- Supervisor not being a civil engineer (we are working to change this)
- Smoke in bike shed (this is being taken care of)

No other action will be taken.

MA4

No issues

There were comments about Material Science having long lectures and being heavy in Chemistry. Same as BA4: we will monitor.

No action taken.

EN4

Some are unhappy with video lectures in Mechanics, especially sound issues; some are unhappy with the teaching. This will solve itself.

There are complaints about the use of C++ and not Python. No action will be taken.

There are complaints about cold rooms, we have contacted CAS.

EN6

No issues.

Comment about a mess in the kitchen, MMA has talked to Anders. Problem have been resolved.

IRS2

Wish for video broadcast to room. We do not have many video rooms and teachers are not obliged to record everything. No action taken.

OES2

There were comments about muting during the elective courses presentation. MMA has talked to presenter.

Request for which study directions the courses are available for. The information is already available in Study curriculum.

MMA has a self appointed task to ask IT support whether they can make guide on how to connect Teams, as there are three or four different ways.

PECT

No issues.

6. Credits and exemptions

Survey of list from WorkZone.



7. Status study programme revision

MMA presents his timeline for the revision.

All teachers have been asked to send their input before 03.05.2023.

On 16.05.2023 we have the last meeting in the study board before the summer holidays

Therefore, we may require an extraordinary meeting to approve the revisions before the summer holidays. This could be for VIP members only; the student members may not be required.

Changes in the Master's programmes

We are considering two options:

1)

To make a new MSc programme, which could be named Artificial Intelligence Systems. However, this is a long process of at least two years. We will have to contact companies to get endorsements, hold hearings with SDU and others. Also, at AAU, we will have to explain how this is connected directly with energy.

2)

Use the existing APEL MSc. This could be changed from Advanced Power Electronics to Sustainable Industrial Electronics, which then has two specialisations: APEL (Advanced Power Electronics) and (AIS) Artificial Intelligence Systems)

Please consider these options. We have to make decisions rather quickly due to the process at the faculty and the ministry. And most important, we must hurry because we would like to offer this solution to AIE bachelors.

MMA will continue to coordinate with subgroups.

Re Real-Time Systems and Graphical Programming Languages

We will put this into the AIE study programme as a 10 ECTS course and in the Energy study programme as a 5 ECTS course. Then MPN and LAR can decide if they will approve this.

Subsequent decision: the course will be a 5 ECTS course in both study programmes, AIE and Energy.

The study board agrees with MMA's planned procedure and initiatives.

8. Letters (mails) to delayed students

During the spring semester, identification of delayed students must be carried out for students in the 1st year of study (bachelor/diploma and master's programmes) who are delayed by more than 5 ECTS points.

MMA, ALL and the study secretaries have reviewed the students at risk of dropping out one at a time. In general, it looks good, as not so many students are late.

Yellow traffic lights lack 6-15 ECTS and are invited to an interview with the student counsellor. Red traffic light lacks more than 15 ECTS and is invited to an interview with MMA.

If we have sent a letter a failed exam or created an individual study plan, the students will not receive a letter.

Yellow Esbjerg. 4 students have received a yellow letter with an offer to speak with the student counsellor.

Red Esbjerg 3 students receive a red letter with an offer for a special interview with MMA.

In addition, 3 students have been named as recipients of an initiative by the General Student Guidance.

We manage the rest with individual study plans. ALL files the case in Workzone.

9. Avoid exam cheating and plagiarism

See 4. General announcements.



10. Project submission dates – proposal for winter exam 2023

Dates approved, ALL to inform study secretaries.

11. Minutes of semester group meetings, where do we put them?

Currently, minutes of semester group meetings are sent to the students via email. This does not conflict with GDPR. We will continue with this. Point is closed.

12. Items to be included in the next meeting

None.

13. Any other business

Nothing.

Action points, incl. responsible people – Study board meeting 20.04.2023

MMA to contact IT Support regarding guide on how to connect Teams.