

## Minutes of meeting (2025-7) in the Study Board of Build, Energy, Electronics and Mechanics in Esbjerg 10.09.2025

### *Present:*

Matthias Mandø (MMA) (Chair), Daniel Ortiz Arroya (DOA), Ulisse Valeriani, Visnu Ritesh Vijayakumaar Palanisamy, Mads Pagh Nielsen (MPN), Anette Larsen (ALL) (secretary)

*Absent:* Jeppe Akash Bundsgaard Sørensen, Jesper Liniger (JEL),

### *Copy:*

Sara Lindberg Hildebrandt, 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. Follow up after last meeting 16.06.2025 and previous meetings (08.05.2025 and 14.05.2025)
3. Approval of minutes of meeting 14.05.2025 and 16.06.2025
4. General announcements (short news from the Chairman)
5. Changes to the Bachelor of Engineering programmes (reduced by one month, but still 210 ECTS). Follow-up after last meeting.
6. Moodle rooms set up (template)  
[Kvalitetssystemets dokumenter](#)
7. Rules of delegation for the study board
8. RISK: changing of grade system from passed/not passed to 7-grade scale in all modules. Link to current study programme: [Curriculum for the Master's Programme in Technology in Risk and Safety Management, 2022](#)
9. SEE: approval of new specialisation – name and contents
10. Students who skip exam to attend re-exam (better grade after extended period of study for the exam)
11. Admission into a master's programme when not all bachelor modules are passed - discussion point to be made into practice/instruction
12. Minutes from semester group meetings (no meetings held)
13. Study programme revisions for September 2026 (status)
14. AOB
15. Credit transfer and exemptions (confidential)  
+ four cases to be discussed and decided upon.

## Minutes

### 1. Approval of agenda

Agenda approved.

## 2. Follow up after last meetings

### Follow-up after study board meeting 08.05.2025

- Screening for dyslexia (ordblindhed) at the study start test for BSc. In Esbjerg it is SDU, ALL is to make contact and follow up. We have made inquiries without reaching an agreement. Update September: Four students have registered. We will test these as planned and monitor the situation. Also, we will confer with Aalborg to hear of their experiences.
- Changes to RISK curriculum are to be reported to the study curricula database, to be done after 01.07.2025 when the year 2026/27 is opened in the study base (ALL). Please see items below on the agenda. (Both about RISK modules and the status of the annual study programme revisions in general.)
- Change of module title from Non-linear control and reliability to Non-linearity and reliability. MMA has talked with course responsible Zhenyu Yang and reviewed the course description in the curriculum. It makes little sense to talk about 'non-linearity' without 'control'. The course description also contains several references to control. After a talk with Zhenyu he would make it more clear where the relevance for Control was in the course. No further action.

None of these items remain on the study board agenda.

### Follow-up after study board meeting 14.05.2025

ULM, we witnessed a demonstration of quality platform and have investigated if we could use this in the study board work. MMA and ALL have looked into this. No procedures will be changed. No further action.

### Follow-up after semester evaluation 14.05.2025

MMA has followed up on the various minor action points.

Course, programme, semester, and teachers	Quantitative data	Qualitative data	Agreed upon follow-up
Energy Systems and Electro Physics 1st semester		- better introduction to EnergyPlan.	<p>Action point:</p> <ul style="list-style-type: none"> <li>• MMA, TAK and MPN to make revision of this course together. From 2026. ALL to initiate.</li> </ul> <p><i>Follow-up after the meeting: A meeting has been called for 25.06.2025</i></p> <p>Comments for revision:</p> <ul style="list-style-type: none"> <li>• This has been moved from the sixth to the first semester after comments from students.</li> <li>• The contents seem to fit, however, the issue is the software EnergyPlan.</li> <li>• Is the software EnergyPlan central to the course?</li> <li>• Mohsen and Amin have previously held lectures complementing each other on relevant courses. This could be done again.</li> <li>• Math is central to this course</li> <li>• Maybe include some economy</li> <li>• Could be a great introduction course, without the EnergyPlan</li> </ul>

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|  |  |  | <ul style="list-style-type: none"><li>• Something about the environment could be included (CO2 etc.)</li></ul> |
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## Harassment and abusive behaviour

- Two students have reported harassment anonymously. MMA will show this at the next section meeting, to make people aware that we have this complaint.

## Follow-up after study board meeting 13.06.2025

- PBL: MMA will talk to supervisors/coordinators at next section meeting that they should advertise 'ProLabs' and encourage students to participate. Next section meeting is 17 September.
- One month reduction of Bachelor of Engineering programmes. This item has been put on hold by the ProDean of education as we are waiting for the actual implementation from the ministry. SB of Energy have suggested flipping the internship and thesis work. SB Build are thinking of having a joint internship and thesis exam. MMA: we must insist that we have one solution for all study boards. From a follow up talk with ASK we might investigate a more unified view of the internship and thesis work resulting in one joint exam instead of two separate modules.

All other action point have been followed up on.

## 3. Approval of minutes of meetings

Minutes approved without comments.

## 4. General announcements (short news)

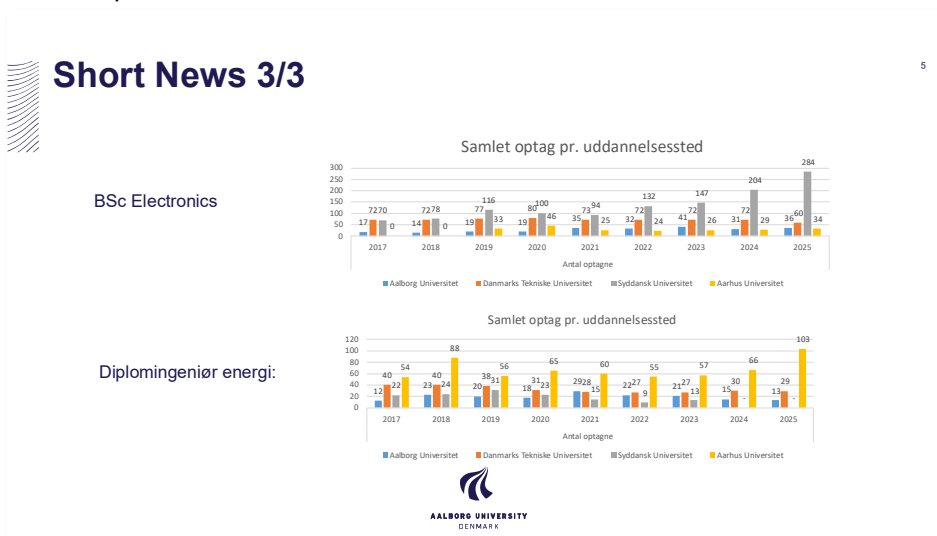
- Accreditation of new Censors – send name to Lisbeth MMA will also inform teachers at next section meeting
- DSUR 28/08 – From agenda
  - Discussion of ensure quality and avoid errors in written exams.  
In our department, teacher makes the questions and a colleagues checks for errors. MMA assumes that pro-rector wants something extra. We do not know what the other faculties are doing.
  - New visual identity and campaign of continuing education  
AAU management want to promote this; there was a discussion about a new visual identity.
  - Briefing on offers for young people on sabbatical  
More focus on information for them: This makes sense since our student numbers are going down, this can increase visibility.
  - Candidate reform  
We have two working groups: one for the one-year master – and one for the industrial master. Only a few people from AAU: prorector, one dean and two students are involved so far. MMA has been invited to a workshop on the industrial master.
  - DRU 09.09.2025  
Discussion on how to split up groups, as each department has different guidelines. MMA stresses that it is important to have someone experienced involved; he himself always tries to identify the root cause. Also, there is a possibility of group sessions with the student counsellor.  
There has been a grant from AAU to the Faculty for strategy coordination regarding AI in education, DKK 6 million distributed in 2026 and 2027. There will be 1-2 coordinators, and all departments will get assignments regarding lecturers' use of AI.
- Drop out rate – 3/10 on energy have dropped out making this category red as it is more than twice of the average (12%). There are very few students so just one student will make a big impact on the statistics. We do what we can and do not see a pattern or specific problem.

- 1 year master – info on progress: (applies to the RISK programme.)  
There have been three meetings in the workgroup.  
There is a suggestion, that makes sense: instead of two semesters and a small third, we could have a so-called trimester model – with 25 ECTS each. This will fit with the last four months being for thesis writing and be special compared to the ordinary master. This will give the one-year master a distinct flavour. Exams in December, April and August: Three months study, one month exam – repeat two times. There are issues still to be clarified (SU, scholarship, reexams). Also, there is a discussion about ECTS being divisible by 2.5 instead of 5, which would be nice.  
APEL and SEE will continue as is. And then an extra track for 15 percent of the students who will go for an industrial master (Erhvervs kandidat, EKA) – 1 year studying and two years internship, staying at the company.
- Study trip in November to Prague, 5<sup>th</sup> semester.  
MMA will send mail out to energy Esb staff, as we had a cancellation from a teacher. *Follow-up after meeting: a PhD student has volunteered.*

- Study choice reasons – EVA was reviewed

No comments from the study board.

- Uptake 2025



We note that our ‘competitors’ at SDU and AU have vastly more success in their recruiting. Nothing the study board can directly do about this.

## 5. Changes to the Bachelor of Engineering programmes (reduced by one month, but still 210 ECTS). Follow-up after last meeting.

- To be completed 1 month earlier: Graduation end of December, shortening period for BSc project and internship.
- Proposal from Lene Faber, Build: Internship exam can be placed immediately before the Bachelor exam (45min + 60 min exam).
- Maybe examination before Christmas and then graduation after.
- We will wait, says Prodean.
- We have also previously discussed with Anders who thinks that too much time is used for the internship exam, which we then changed to internal censorship. We will now await further information from management.

Comments:

- This will put pressure on everybody
- We do not know where management will find that one month.

## 6. Moodle rooms set up (template) + quality system requirements

- **Quality system requirements for moodle template.** There is a large number of rules and procedures that we must adhere to. However, the Moodle administrators are working on new templates which currently do not fit with the quality department's requirements.  
Decision: We will follow the Moodle recommendations and expect the requirements will be updated at some point.
- **Title page for projects:** Jeppe made a new template as MMA remarked that the existing one contained room for signatures. This is a problem as in the digital age, some students do not sign before uploading and external examiners see an issue in this case. The new version was discussed and compared with the current version. There were different versions for word and LaTeX. Unfortunately Jeppe was not present and ultimately, we decided to go with translating the current Latex version into a word version as this did not contain signatures. Decision: Visnu will send translated word version to Anette. Also, it should be abstract instead of synopsis.

## 7. Rules of delegation for the study board

MMA goes through the document which has been prepared by Gitte from the Energy study board. It is only minor updates of links and superfluous text.

Decision: Approved – ALL to update document to be put in webpage and WorkZone.

## 8. RISK: changing of grade system from passed/not passed to 7-grade scale in all modules. [Link to current study programme: Curriculum for the Master's Programme in Technology in Risk and Safety Management, 2022](#)

We have asked all relevant teachers on RISK and there were no objections.

Decision: Agreed.

## 9 SEE: approval of new specialisation on SEE – Power to X systems

Introduction by MMA:

- This is an update of the 2022 proposal when we wanted a new specialisation. This has been delayed due to lack of laboratories. We have gotten a grant for new PtX laboratories so we have revived the proposal and implemented necessary changes. The original name suggestion was "Green Fuel and Power to X technology".
- The content and name have been discussed with relevant teachers/researchers in August. They desired new courses which was tailored for the specialization.
- Typical progression on the study:
  - 1st semester - CFD simulation of compressible flow in a generic valve
  - 2nd semester - Dynamic modeling of filling a tank with hydrogen.
  - 3rd semester - Either project-oriented stay at a company, study abroad or a focus on advanced topics such as: Numerical optimization, biochemical processes, multiphase flow etc.
  - 4th semester - MSc thesis
- There is no new courses as all are 1-to-1 with FPS. This means the suggestion is neutral with respect to economy.
- MMA wants to use the word "systems" instead of "technology" in the title to follow the line of the other specialisations.

- MMA wants to remove 'green fuels' from title as it does not reflect the content of the specialization and the research supporting it. (Professor Mette H. Thomsen who did research within green fuels is not in our department anymore)
- Final version must be approved by the prodean of education. After the SB meeting the application was sent.

Decision: Draft of curriculum and the specialization name: Power to X systems is approved.

## 10. Students who skip exam to attend re-exam (better grade after extended period of study for the exam)

### RULES:

- Students are allowed to chose if they want to go to the ordinary or reexam
- Student who are 'no show' at ordinary are allowed to go to the reexam

### Observation:

- Students do not show up to the ordinary exam. Examinator have long transport without any students. We only ask them to show up 30min before so we might wait uselessly
- Students want to improve chances to get a good grade by waiting to the reexam. They have to register for the summer exam already in marts and cannot deregister easily.

### Comments:

- Some students show up unprepared, while others do not attend at all.
- If teachers were informed in advance, many of these issues could be avoided.
- The study office sometimes suspects students will not attend and places them at the end of the exam list, but this is not a comprehensive solution.

### Suggestions for Improvement

#### 1. **Non-binding Confirmation**

Send a **polite email** to students registered for oral exams asking them to confirm attendance.

*Example wording:* "If you do not intend to attend the exam, please let us know."

#### 2. **Application to Study Board**

Encourage students who wish to skip the ordinary exam to **apply to the study board**.

This way, they **do not use an exam attempt**, and the teacher is informed in advance.

#### 3. **Pilot Initiative**

Consider testing this confirmation system during the **January exams** as a pilot project.

#### 4. **Guidance and Communication**

Develop and distribute a **guide** to clarify procedures and expectations for students regarding exam attendance and re-exam options.

#### 5. **Consultation with Secretaries**

It is important to **hear the secretaries' perspective**, as they handle the practical aspects of exam registration and scheduling.

Decision: MMA will talk to study office with regards to a formulation. We will use the January exams as a pilot by sending out emails and explaining.

## 11. Admission into a master's programme when not all bachelor modules are passed - discussion point to be made into practice/instruction

After discussion the following guide was approved:

- If you are missing one course on 5-6 semester you can be admitted
- If you are missing two courses on 5-6 semester you can be admitted if maximum of one course is on the spring semester.
- If you are missing 3 or more courses, you cannot be admitted.
- If you are missing courses on 1-4 semester the study board must be consulted.

Comments:

- This subject is not specifically mentioned in the rules of delegation
- We have learned that clearer rules would make the decision process easier

Decision: the study board approves of the practice/instruction.

ALL will add to rules of delegation and to webpage about exemptions: [Regulations and Forms - Aalborg University](#).

## 12. Minutes from semester group meetings (no meetings held)

## 13. Study programme revisions for September 2026 (status update)

- All processes are currently on track.
- The application for the Energy bachelor to be offered as an English-language bachelor's programme has been submitted to the Ministry. The expected timeline for approval is still unknown but we expect an answer in December based on earlier experience. We have emphasized the importance of attracting international students to support the local industry.

## 14. AOB

### [Applied Engineering Mathematics \(2025/2026\)](#)

One module shared by Energy, AIE and Mechanical Engineering: Applied Engineering Mathematics, 3<sup>rd</sup> semester.

This is taught by Christian Damsgaard Jørgensen who wishes to change the exam format from Written examination to Written or oral examination. (So, they have the possibility to have an oral re-exam if there are very few students attending).

Decision: the study board agrees with this change. ALL to follow-up.

*Follow-up after meeting: ALL has contacted Mathematics, owner of this module, and they will investigate. If implemented, this will be in the study programmes taking effect in September 2026. (maybe we will have an exemption for the study programmes taking effect September 2025)*

## 15. Credit transfer and exemptions (confidential) + four cases to be discussed and decided upon.

- Application for exemption to the inactivity rules – rejected, however we await comments from the legal department
- Application for change of exam format – rejected.
- Application for exemption to the inactivity rules – we await reply from the bachelor admissions office (Bacheloroptag).
- Request for rescheduling of examination – this is not an application which the students can complain about. This is an administrative decision. Request denied.