



Study Board for
Media Technology
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Chairman

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Secretaries

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Minutes from Media Technology Study Board Meeting 2025.2 Wednesday, March 5, 2025

Present members:

Claus B. Madsen (CBM)
David Meredith (DM)
Ali Adjorli (AA)
Georgios Triantafyllidis (GT)
Nikolas Bostrup Kull (NBK)
Jonas Korsgaard Holst (JKH)
Vahid Haidari (VH)
Henderika Johanna Bots (HJB)

Secretaries:

Anne-Marie Rasmussen (AMR)
Trine Dalsgaard (TD)

Present observers:

Markus Löchtefeld (ML), observer, Head of Studies
Martin Tran Pham (MTP), observer, study counselor AAL

Absent:

Carlos Diaz (CD)
Jesper Rindom Jensen (JRJ)
Vanilla Riis Mortensen (VRM)
Swenja Christiane Flavia Kraus (SCFK)
Sofie Julsgaard Nielsen (SJN), observer, study counselor CPH
Nicolai Reinhold Schøler (NRS), observer, study counselor AAL
Mathilde Maria Stanborough (MMS), observer, study counselor CPH

Agenda		Enclosure
1.	Approval of agenda and minutes from last meeting	2025-2-1
2.	Information from the Chairperson <ul style="list-style-type: none"> Election of the Vice Chairperson "SL-klage" Employer panel meetings 	
3.	Information from the Vice Chairperson	
4.	Status on the action plan from meeting no. 2025.01	2025-2-2
5.	Study plan revision <ul style="list-style-type: none"> Artificial Intelligence Engineering, B.Eng 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"> Artificial Intelligence Engineering, B.Eng Medialogy BSc. Medialogy MSc. Sound and Music Computing, MSc. Service System Design MSc. Lighting Design MSc. 	2025-2-3
7.	Students falling behind on ECTS points 1 st year, February 2025	2025-2-4
8.	Any other business	
9.	Dispensations <ul style="list-style-type: none"> Information from the study board secretariat (none) 0 case (info via mail) 	



1. Approval of agenda and minutes from the last meeting

Approval of agenda: Agenda approved.

Approval of minutes from the previous meeting: Minutes approved.

2. Information from the Chairperson

Election of the Vice Chairperson

Vahid Haidari (VH) was elected as Vice Chairperson.

“SL-klage”

CBM informed that there are a couple of complaints going on. In the study plan for SMC in MED9 the exam format is external but should be internal and that is a mistake. The students that were examined in January with internal censor will be asked if they would like a reexam.

CBM also informed that some students have complained about a mini project, that was not approved by the examiner before the oral exam. There is a debate right now going on - what guidelines can or should we set. What is approvable hand in. If the complaint is recognized, then it is quite interesting to see what this will mean. CBM has put the reexam on hold during February, but that is not recognized by the legal department.

Employer panel meetings

There will be employer panel meetings held during May 2025. The planning for them is being prepared right now. Minutes from these meetings will be handled at a later Study Board meeting.

3. Information from the Vice Chairperson

Teacher of the year (2024/2025)

Will be handled in the next meeting.

4. Status on the action plan from meeting no. 2025.01

Welcome to Study Board of Media Technology

AMR will ask the student representatives to elect a Vice Chairperson.

05.03.25: It is handled in this meeting. **To be removed from the action plan.**

Scheme of delegation (info and approval)

AMR will place the scheme of delegation on the Study Board of Media Technology Moodle page.

05.03.25: It is handled. **To be removed from the action plan.**

Semester group meeting minutes, Fall 2024

MED5C

CBM will contact the coordinators and teachers in both AAL and CPH to find out what academic focus should be on that semester. Is the Curricula appropriate? Needs focus before MED5 next year.

05.02.25: Too much discrepancy between the two semesters. CBM will arrange a meeting before summer.

05.03.25: Not handled yet. **Remains in the action plan.**



SMC7C:

CBM will contact the coordinator to figure out what they would like the Study Board to help with regarding the scheduling and the content of the Study Plan for Medialogy MSc.

05.02.25: Not handled yet.

05.03.25: Not handled yet. **Remains in the action plan.**

Any other business

“Education day” 2025

CBM will bring the topics to the department. And he will investigate the different semesters if there is a need for some extraordinary topics in our Study Plans that could be debated at the “Education Day” in 2025 as well.

05.02.25: Not handled yet.

05.03.25: It is handled. **To be removed from the action list.**

Guidelines for change of supervisor for a group project

AMR/CBM will inform Head of Studies that the document is approved with minor changes.

05.03.25: It is handled. **To be removed from the action list.**

5. Study plan revision

- **Artificial Intelligence Engineering, B.Eng**
- **Medialogy BSc. and Medialogy, MSc. AAL**
- **Medialogy BSc. and Medialogy, MSc. CPH**
- **Sound and Music Computing, MSc.**
- **Service System Design, MSc.**
- **Lighting Design, MSc.**

No major adjustments are required now. We have minor adjustments that we expect will be handled before semester start September 2025.

6. Self-evaluation action plan

- **Artificial Intelligence Engineering, B.Eng**
- **Medialogy BSc. and Medialogy, MSc. AAL**
- **Medialogy BSc. and Medialogy, MSc. CPH**
- **Sound and Music Computing, MSc. CPH**
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CBM introduced the 6-year cycle for quality follow-up and education evaluation. The cycle starts in year 1 with an education evaluation involving external experts. In the following five years, an internal quality status and a quality report with the participation of the vice-dean are alternately conducted as part of the annual quality follow-up. MT is currently in year 4 (quality status). The focal point of the annual quality follow-up and education evaluation is the action plan, which describes the initiatives that concern the development of the quality and relevance of each program. The action plans for MT have been revised following the review of the data package in



December 2024 in connection with the annual quality status. The study board went through the revised action plans as well as completed action plans. The study board had no further comments.

7. Students falling behind on ECTS points 1st year, February 2025

Attached to this topic the secretariat has prepared a list of students that are falling behind on ECTS points from first year intake September 2024. It is agreed that the "Studie- og trivselsvejledning" will contact these students and offer them some guidance.

8. Any other business

JKH: Question regarding SU. If a student falls behind with 30 ECTS then the SU might change.

CBM: it is not something we handle in the Study Board. Please contact the SU -office at AAU.

CBM is still interested in investigating the process with mini projects. More dialogue is required between teachers and students if possible.

CBM: If you are having trouble finding the attachments to these meetings, please look at this link: <https://www.moodle.aau.dk/course/view.php?id=38060> (You must be signed in to Moodle before you use the link).

9. Dispensations

- **Information from the study board secretariat**

None.

- **Cases (closed point)**

Nothing.

The case from last meeting was approved based on material that we received from the student.



Actions:

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SMC7C:

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05.02.25: Not handled yet.

05.03.25: Not handled yet.

Topics/actions to the next meeting agenda:

- Study plan revision and self-evaluation
- Dispensations (last topic in the agenda)
- Annual report: Computer Science censor corps - the report is still not available (17-12-2024)
- Student exchange agreements available for MTSB students
- Students time planning and miniproject structures