

**Minutes of meeting (2026-06) in the Study Board of
Build, Energy, Electronics and Mechanics in Esbjerg
16.06.2026**

Present:

Matthias Mandø (MMA) (Chair), Mads Pagh Nielsen (MPN), Jacob Gharib (Observer), Ulisse Valeriani, Anette Larsen (ALL) (secretary)

Absent:

Visnu Ritesh Vijayakumaar Palanisamy, Daniel Ortiz Arroya (DOA), Jesper Liniger (JEL), Oliver James Tholstrup Bradfield (Observer)

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, Anne Marie Hvilsom Christensen.

Minute taker: ALL

Agenda

1. Approval of agenda
2. Approval of minutes of meeting, 15.04.2026, 12.05.2026, 27.05.2026
3. Follow up after meeting 15.04.2026, 12.05.2026, 27.05.2026
4. General announcements
5. Delegation of scholarships
6. Group formation
7. Study programme revisions, status
8. Revision of Rules for Conducting Project and Course Exams at AAU Energy, Regulations and aids for written exams
 - a) Number of monitors to be used at written exams
 - b) Use of headphones[link to study board rules](#)
9. Study board practice, update regarding exemptions
10. Internship in own startup
11. Formal approval of re-exam plan for courses, August 2026
12. Teacher of the year
13. AOB
14. Credit transfer and exemptions (confidential)
Incl case about extra examination attempt

Minutes

1. Approval of agenda

Approved.

2. Approval of minutes of meeting, 15.04.2026, 12.05.2026, 27.05.2026

Minutes approved without comments.

3. Follow up after meeting, 15.04.2026, 12.05.2026, 27.05.2026

This review of follow-up items is carried out for the sake of good order; Matthias went through the draft version at the meeting in May; however, the minutes were not quite finalised, so to make sure everything is covered, we will go quickly through the items today.

15.04.2026

- MMA has asked teachers to be aware of Moodle – that it must be updated.
- Modeling and simulation. ALL is in contact with Zhenyu, to be finalized before the summer holidays.
- CAS, locks on the doors. We give up.

12.05.2026

- Name change. The word “sustainable” to be added to the Energy programme. We await coordination with the Energy study board. We shouldn’t go our own way – MMA is asking for a joint application.
- Teacher of the Year -Bio proposal. Remains on agenda.

27.05.2026

- Math videos. MPN will take this up at the next meeting with Math.
- AC Circuit theory. MMA has talked to teachers.
- BA3, MA3. MMA has talked to coordinator. We will monitor in the coming autumn semester.
- Days between exams. MMA has talked to the study secretaries – what is the art of the possible?

4. General announcements

- Drop out numbers → as expected
- ULM 15-06-2026
 - 2-year master to be finalized by 31 May in 2028
There were items on the agenda.
 - The students currently submit at the end of May, with exams taking place in June.
 - We must finish one month earlier.
 - This would mean graduation on 31 May, submission in early May, and exams taking place during May.
 - What should we do?
 - There are different possible solutions.
 - We would also like to start gradually informing the students about what they should do in their master’s programme.
- Survey on the new “RISK” master’s programme in Aalborg
 - A meeting has been held with the Pro-Dean.
 - There is a plan to replicate the programme in Aalborg and create new study places.
 - However, we would like to keep a unique programme here in Esbjerg.
 - Next steps:
 - AAU Energy is taken lead on a survey (epinion) regarding the need for a new education in Aalborg.
 - The purpose is to assess the demand for graduates with competencies in disaster management, etc.
- Study board knowledge sharing 09-06-2026
 - When we can disregard doctors note → refer to rules for leave
 - Study start test on MSc → recommended by Christina Buhl, Uddannelsesjura (legal department)
 - Headphones and music at exams → split

Comments:

The Faculty has shared an overview of the discussion, including questions and answers. It was a productive meeting.

Medical certificates (doctor’s notes)

- If compensation has already been granted once, it does not need to be granted again.
- We should be better at advising students to apply for sick leave instead.

Study start test (MSc)

- We would like the possibility to reject students who arrive late.
- It is unfortunate that we have to impose this on our own students.
- It is positive if others prepare what should be included in the tests across study boards.

Re-examinations

- TAK raised the question on when Re-exams for semester projects should take place.
- We always await a statement from the supervisor regarding what should happen. Options are same report but new examination, same report with specific improvement before new exam with recommendation of the time it takes from the supervisor, or completely new report.

Music during written exams

- Not allowed according to the examination regulations unless the study board has granted permission.
 - Some study boards have given general dispensations for headphones for all students.
 - Our current practice for students with dyslexia is:
 - 25% extra time for written exams.
 - 100% extra preparation time for oral exams.
 - Some students with dyslexia use software that reads texts aloud.
 - Many students can benefit from music to aid with concentration.
 - This is discussed further under point 8.
- DSUR 25-06-2026
 - New application deadlines for USB's
 - Discussion of "internationalization" – higher uptake of international students
 - Models for 'shortening' of 2-year master

Comments:

There was a DSUR meeting earlier; however, there was nothing particularly noteworthy.

Application deadlines (USBs)

- New deadlines will be introduced.
- The current application deadline is in March, but it will likely be moved earlier.

Internationalization

- Nis, the ProDean, would like to initiate a discussion on increasing the intake of international students.
- Strategies for attracting more international students are still under discussion.
- This is an important issue for us.

Master's programme structure

- There will also be discussions on models for shortening the two-year master's programme (like the models we are already discussing).

5. Delegation of scholarships

General framework

- Scholarships are awarded to cover tuition fees and living expenses.
- Typically, one scholarship is allocated per study board.
- They are distributed via the department, with one previously reserved for Esbjerg.

Different approaches by the Energy and the Esbjerg study boards

Approach 1 (Administration model):

- Scholarships are awarded based on applications and strong academic performance.
- This is expected to increase the likelihood that students will enrol and complete the programme.

Approach 2 (Energy study board):

- Scholarships are awarded after students have started.
- They are used as a reward for good academic performance, allowing time to assess students first.

Comments:

- MMA prefers the first approach, as it is fair for the student and encouraging for students joining AAU Esbjerg.
- Jacob agrees with MMA:
 - Scholarships should be used to attract the right students.
 - The goal is to bring in students who contribute positively to the academic environment.
 - Jacob does not support the idea of simply rewarding students for participating in the programme, as this is seen as an unusual approach.
 - Moving to another country is already a major commitment.
 - There is a concern about requiring students to perform first and only rewarding them afterwards (e.g. with a one-year scholarship).
- Comparing applicants internationally is challenging:
 - Different grading systems and academic traditions (e.g. China, India, Africa, USA).
 - It is difficult to determine how applicants should be distributed across ranking categories.

Next steps

- The topic is to be revisited by programme coordinators when they meet prior to the next evaluation round. But otherwise, we continue with current practice.

6. Group formation

The Energy study board in Aalborg have amended the group formation document, which is an opportunity for us to also revisit the document. The document is not used daily, but rather as a reference when questions arise.

MMA wants the document to deliver inspiration and suggestions in the group formation process, mainly for semester coordinators.

Discussion:

First semester (Bachelor level)

- Group formation is decided administratively.
- Due to PBL (Problem-Based Learning) on the first semester, group work is essential and aligned with the learning objectives. We will keep this rule.

Aalborg rules

Point 1 (mandatory group formation rules in certain semesters):

- This creates unnecessary complications in daily practice.
- If only a few groups are possible, it does not make sense to force specific group formations (as is sometimes the case in Esbjerg)
- There is already a coordinator involved to facilitate dialogue and help negotiate group formation based on students' preferences.

Conclusion:

- This rule should be removed.
- We will maintain flexibility, supported by a coordinator.

Point 2 (mixed groups):

- The requirement to form mixed groups is generally seen as a good idea.
- In practice, this often happens naturally and has not been a major issue.

Conclusion:

- Keep the principle of mixed groups.

Comments:

- Jacob raised the concern that too much control over group formation can make university resemble secondary school ("gymnasium") and undermine the independence expected at university level.
- Students should eventually learn to work with people they do not know.
- Being part of academic and social challenges (e.g. not always being included) is also part of student development.
- Therefore, only partial control is appropriate (retain flexibility and coordinator support).
- With relatively few students, strict rules are less relevant.
- Some students prefer to work alone or have different levels of ambition.
- There are not many guest students in Esbjerg

Conclusion:

- No need for specific Aalborg rules in Esbjerg, except for encouraging mixed groups.

Additional rules

- The rule regarding splitting up groups should be retained.

Conclusion:

- Use the describe procedure for group formation on 2nd BSc and 1st MSc as inspiration, not as a strict rule.
- The coordinator decides what works in practice.

Group size

- Large groups on the first semester (e.g. 7 students) are mandated centrally by AAU.
- However, concerns were raised:
 - Groups of 7 are too large.
 - Some students drop out early, which affects group dynamics.
- Preferred group size: around 5 students.
- It should be clarified whether the group size is defined in the examination regulations.
 - If not, a local rule may be introduced.

- Smaller groups may also help reduce dropout rates.

Action points:

- Investigate the formal requirements.
- Adjust group sizes if possible. (*update: group sizes have been adjusted, as this is decided by Head of Study*)

Next steps

- A draft will be prepared (ALL).
- MMA will review and with final approval by study board.

Action point:

- Revise the text (ALL)

7. Status on applications and programme updates

Applications

- Name change of APEL
- Development of two Industrial Master's programmes: Energy and Electronics
- The RISK programme is also undergoing changes
- Mechanical Engineering (Maskinteknik) to be offered in English (so we have both Danish and English)

Expressions of interest

- MMA is collecting expressions of interest from companies.
- We would like to gather strong statements that can be quoted in the main application.

Timeline

- The work should be finalized before the summer holiday, ideally by the end of this month.

Other study programme revisions

Progression in project modules – Mechanical Engineering and Civil Engineering

We have reviewed the progression in the project modules following a discussion at a section meeting.

Based on this, we have developed a proposal.

Proposed adjustments

MA

- 4th semester: focus on *machine systems and FEM*; include this within *Advanced Tools* in the new structure, but also mention it explicitly
- Remove references to collaboration in both academic and related descriptions

BA

- Jacob: these are good changes
- Remove MMA notes (yellow highlights)

Action point / Process

- This will be treated as a hearing with a two-week deadline
- If no comments are received, we will assume approval
- Keep Anders informed throughout the process

8. Revision of Rules for Conducting Project and Course Exams at AAU Energy, Regulations and aids for written exams

- a) Number of monitors to be used at written exams
- b) Use of headphones

[link to study board rules](#)

This item was raised because questions have recently been raised by students during written examinations regarding the current rules and practices at AAU Energy. As a result, Matthias has requested a discussion to find out if the study board would be in favour of changing the rules.

a) Number of Monitors Used at Written Exams

The issue concerns whether students should be allowed to use additional screens (monitors) during written examinations.

Comments

- Increased risk of cheating
- Potentially undermines the purpose of the examination, which is intended to be controlled and challenging
- Practical and administrative challenges for staff

b) Use of Headphones

The question of whether headphones should be allowed during written exams has also been raised. Matthias stated that some students may require headphones due to documented disabilities (e.g. dyslexia or similar challenges) and a general exemption could be considered to make administration easier.

Comments

- Risk of cheating
- Risk of disturbing other students (e.g. noise leakage)

Current practice:

- Exemptions may already be granted in individual cases where students have documented needs

Therefore, in line with the discussions, it is proposed to follow the prevailing student position, which supports maintaining the current rules without introducing changes to the use of additional monitors or headphones during written examinations.

Although individual concerns have been raised, the overall assessment is that the existing framework appropriately balances exam integrity, fairness, and consideration for students with documented needs.

Action point: No action required as we make no change to the current rules, but ALL/MMA will ensure that students are informed about that they need to apply separately for use of headphones when they receive note of extra time to the exam.

9. Study board practice, update regarding exemptions

- MMA, ALL have prepared a new practice after the Study board knowledge sharing meeting.
- MMA has already talked to Heidi that she can encourage the students to seek sick leave when they are affected by their illness throughout an entire semester.
- ALL has updated the practice after this meeting.

10. Internship in own start-up (project-oriented stay in external organisation)

- Internship in own startup on the 3rd semester is currently only formally available in Aalborg and Copenhagen.
- However, some students in Esbjerg wish to follow a similar path.
- In a previous case, the student completed the stay in collaboration with an organisation in Aalborg.

Current case

- Two students (FPS) would like to complete their internship in their own start-up.
- Aalborg has been consulted but has rejected the possibility, particularly for online arrangements.

Proposed solution

- Since a traditional external host is not possible, an alternative must be established:
 - The students could be assigned external mentors instead of an organisation.
 - Mentors would meet regularly with the students (e.g. weekly meetings).
 - A formal agreement/template would be signed by the mentors instead of an external organisation.
- The agreement should include:
 - Regular meetings with business mentor
 - A description of relevant activities (e.g. development of a business case)

Conditions

- Mentors must be on a voluntary basis as they are not employed or paid by the university.
- If suitable mentors are identified, it is expected that the Study Board can approve this setup.
- The students in the study board are in agreement with this model.

Additional input

- MMA has not received updates from the students for two weeks.
- The students are expected to submit a draft proposal soon.

Conclusion: MMA will proceed as there are two study board members in favour of this (the ones present).

11. Formal approval of re-exam plan for courses, August 2026

Programming Paradigms

Comments:

- The main concern is whether students will be able to receive their diplomas in time for September.
- Only a few students are expected to participate, so the examination process should be relatively quick.
- August is generally a suitable period for the re-exam.
- However, MMA will ask Anne and Charlotte whether the exam can be scheduled earlier in August (e.g. 16 August), to ensure timely diploma processing.
- In general, Anne has already thought of tutors, study start and reexaminations.

12. Teacher of the year

All to coordinate with students of the study board.

13. AOB

Workshop 24.08.2026 regarding flexible masters.

Follow-up after meeting: study board student has been invited (i.e. only Jacob, as Ulisse and Visnu have graduated)

14. Credit transfer and exemptions (confidential)

Survey of list in WorkZone.

Two cases to be discussed and decided upon:

Study Board of Build, Energy, Electronics and Mechanics in Esbjerg

1) Application for fifth examination attempt

MMA, ALL will prepare a hearing.

Follow-up: agreement on rejection

2) Application for third examination attempt.

MMA, ALL will prepare a hearing.

Follow-up: agreement on rejection

Action points, incl. responsible people – Study board meeting to be held 07.09.2026

- 1) Group formation. Revise the text to present these as “inspiration and suggestions” rather than requirements (ALL). Formal approval at next study board meeting.
- 2) Progression in project modules – Mechanical Engineering and Civil Engineering (MMA, ALL)
Hearing of proposal, keeping ASKR in the loop.

Items moved to next meeting’s agenda

- Teacher of the Year, Bio proposal to be discussed (a Forms survey sent from student members to all students)