



AALBORG UNIVERSITET

Minutes

Subject: Study board meeting – No. 2025.4
Date: 9 April 2025
Minute taker: Tatiana K. Madsen
Participants: Tatiana K. Madsen, Troels Bundgaard Sørensen, Peter Koch, Peter Koch, Jens Myrup Pedersen, Henrik Schiøler, Hans Henrik Dalgaard (ROB), Magnus Møller Knudsen (CE-AVS), Anders Peter Bundgaard Kristensen (ES), Mathias Lykholt-Ustrup (ROB) Helle Busk Jensen

Observer:
Cancellations: Rikke Gade, Marie Hastrup Brisson (CCT), Stefan Alexandru Lazar (CYBER),

Agenda

1. Approval of agenda
2. Approval of minutes March 2025
3. Semester evaluation reports for Fall 2024 semesters
4. Minutes of semester group meetings – Spring 2025 semester
5. Updated action point list (=handlingsplan) for Electronic Systems department
6. Overview of dispensation applications
7. New semester evaluation form
8. Messages
9. A.O.B.

Minutes

Ad.1. Approval of agenda

The agenda was approved.

Ad. 2. Approval of minutes March 2025

With minor corrections, the minutes were approved.

Ad. 3 Semester evaluation reports for Fall 2024 semesters

During the meeting the reports that were not ready for the meeting in March were processed. The following has been discussed:

ESD1: ESN does not have any additional comments to the coordinator's conclusions

ROB1:

- Meeting before the semester start has been received positively by the students
- Crash-course in programming: there has been some comments from the students that the course is given in Python, while afterwards the students are using C for Arduino programming. According to the students' representatives in ESN, the crash course in Python is also valuable for ROB, since it explains basic principles. Moreover, later during their studies ROB students also program in Python and experience with it from the crash course is valuable. The use of the language later during the semester can be underlined by the course-holder for ROB students. Based on this feedback no action points or changes are planned.
- Lecture room NJV8A 0.02 is not suitable for lecturing – students can not see the board. TKM will contact OA. Additionally, a course-holder could potentially use digital solutions, like a tablet, to write and stream the lecture, so students can follow on their laptops. This suggestion will be communicated to a teacher using this room.

PDP7: there is a wish for a clear procedure for travel reimbursement for students. TKM brings it further to the department.

CYBER1: there were large project groups which is not optimal (7-8 students). With the new employments at CMI section at ES department, it is expected that the group sizes will be smaller the coming semester.

The formulations of conclusions for each education can be found in Appendix.

Ad. 4. Minutes of semester group meetings – Spring 2025 semester

During the meeting minutes from semester group meetings were processed. The following can be pointed out:

CCT: block structure for oral exams is used

COMTEK4: students say that the teachers often refer to topics covered in Calculus course in other courses, however Calculus course is no longer a part of the curriculum. It is a misunderstanding from students' side and TKM and the coordinator will clarify it with the students.

COMTEK6: comments and suggestions for the whole bachelor program are passed to the education group. Additionally, TKM organizes a meeting with COMTEK6 students in June to collect their feedback on the program. The education group is invited. COMTEK6 this semester are the first to graduate under the revised program.

ESD2: according to the students feedback they are missing some LA topics – it is a prerequisite in a number of other courses. It could be considered whether LA course can be reintroduced on the first year instead of Statistics course. This change could also potentially help with the challenge of material overload on the LA and DS course on ESD4. **Action point:** contact education group. Responsible: TKM



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ESD6: the students have found out that previously there were organized a short project support courses for each line. For specializations it was necessary to have such courses to satisfy requirements for specializations. There are no specializations longer and on ESD6 students have elective project topics. ES department does not allocate any teaching hours for such activity and the supervisors and coordinator are welcome to use a part of a pool of hours for supervision to organize short courses. This option has been used this semester, when a short course was hold on the request from the students. It is expected that this model will be used in the future as well. No further actions are taken by ESN.

ROB2: students do not have knowledge/ experience with Matlab and it was used in Calculus course. Matlab is not a tool that is generally used during the education. The course-holders should be made aware that if they would like to use non-commonly applied tools, they should provide references on the tool usage. **Action point:** include this info to the bi-yearly information sent to the coordinators. Responsible: TKM

ROB4: borrowing of rooms at AAU by students (e.g. to organize a film evening) is expensive. The students can consider asking student organizations for help or renting rooms at dormitories or similar.

ROB6: Digital Signal Processing is an elective course. This course is together with SUND 4th semester students and the level is too low for ROB students, especially in the beginning. It can be considered whether Signal Processing course from COMTEK bachelor is more suitable for ROB. **Action point:** to communicate this suggestion to the education group. Responsible: TKM

ROB8: Some students are of the opinion that the Robotics education at AAU is involving too much health-related content (courses, projects) compared to the societal use of robots. This will be discussed during next ESN meeting, where a survey done among ROB students will be presented.

ES8 and CE/NDS8: students suggests to use mini projects as part of an oral exam – so that students have a “basis to stand on” when they start the examination (in case when it is applicable)

ES8: repeating critics of teaching in a part of a course. Suggestion: collegial supervision

CYBER2: some lectures were organized as shared lectures with SW bachelor students. This is not optimal and the students report that they are not satisfied with the level of these lectures. TKM will investigate further.

Ad. 5. Updated action point list (=handlingsplan) for Electronic Systems department

TKM has presented the updated action point list (=handlingsplan). Special attention has been made to the new action points.

ESN work on the development of the new semester evaluation scheme and updating corresponding procedures is connected with HP 2.10.

Discussion on ROB education planned in May meeting are connected with a new HP 2.17.

Ad. 6. Overview of dispensation applications

TKM has given an overview of the received and approved applications for 4th exam attempt.

Ad. 7. New semester evaluation form



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Anders has presented a version of the evaluation form where comments provided during last meeting were taken into account.

It has been suggested that coordinators shows the form and how it can be filled in at the semester start on 2nd semester on bachelor and master educations.

The form and procedure of its usage are approved by ESN.

Anders and Tatiana finalized the form and prepare procedure description. The form should be ready to be used for semester evaluation for Spring 2025 semester.

Ad. 8. Messages

- TKM has updated on the meeting with censor corps that took place at Copenhagen campus on March 25, 2025
- TKM has updated on the recent news about the master education reform and it's impact on dimensioning and closure of some master education at TECH faculty

Ad. 9. AOB

None.

Appendix. Conclusions on semester evaluation reports

- ESD1: ESN does not have any additional comments to the coordinator's conclusions.
- ROB1: ESN does not have any additional comments to the coordinator's conclusions. The crash course in programming using Python will continue to be offered to ROB students.
- PDP7: ESN does not have any additional comments to the coordinator's conclusions.
- CYBER1: ESN does not have any additional comments to the coordinator's conclusions.