



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 2025.5 Wednesday, June 11th, 2025

Present members:

Claus B. Madsen (CBM)
David Meredith (DM)
Jesper Rindom Jensen (JRJ)
Georgios Triantafyllidis (GT)
Ali Adjorlu (AA)
Carlos Diaz (CD)
Vanilla Riis Mortensen (VRM)
Nikolas Bostrup Kull (NBK)
Swenja Christiane Flavia Kraus (SCFK)

Secretaries:

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

Present observers:

Markus Löchtefeld (ML), observer, Head of Studies
Nielsa Fauerskov Jørgensen (NFJ), observer, study counselor AAL
Erika Brinck Nicolaisen (EBN), observer, study counselor CPH

Absent:

Jonas Korsgaard Holst (JKH)
Vahid Haidari (VH)
Henderika Johanna Bots (HJB)
Martin Tran Pham (MTP), observer, study counselor AAL
Mathilde Maria Stanborough (MMS), observer, study counselor CPH

Agenda		Enclosure
1.	Approval of agenda and minutes from last meeting	2025-5-1
2.	Information from the Chairperson <ul style="list-style-type: none"> New intake numbers from fall 2025 	2025-5-2
3.	Information from the Vice Chairperson	
4.	Status on the action plan from meeting no. 2025.4	2025-5-3
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. (enclosure) 	2025-5-4
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. 	
7.	Student as co-coordinator (Architecture and Design)	
8.	Annual report: Censor Corps "Civilingeniør"	2025-5-5
9.	Semester group meeting minutes, Spring 2025	2025-5-6
10.	Coordinator/secretary list fall 2025 revised	2025-5-7
11.	Any other business	
12.	Dispensations	



	<ul style="list-style-type: none">Information from the study board secretariat (none) 2 cases (info via mail)	
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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

New intake numbers from fall 2025

CBM presented the case with new intake numbers that will be actual from September 2025. The numbers have been adjusted compared to last year. See the attachments to this topic on Moodle.

3. Information from the Vice Chairperson

Nothing new.

4. Status on the action plan from meeting no. 2025.3

Information from the Chairperson – studying abroad

We had a debate about coordinators and informing students about possibilities of **studying abroad** rather than going into **Internship abroad**. CBM will contact the MSc09 coordinators regarding going into an exchange program. **Remains in the action plan.**

Teacher of the Year 2024/2025

Teacher of the Year election 2024/2025 was: **Ivan Adriyanov Nikolov**.

Nominee of the best TOTY award goes to: **Emilie Høj Slente, MED4C**.

- CBM will on behalf of the Study Board inform Ivan about the election. It is handled. **To be removed from the action plan.**
- VH will together with AMR prepare a TOTY report that can be forwarded to staff and students. It is not handled yet. A report will be presented at the next Study Board meeting. **Remains in the action plan.**
- AMR will inform Emilie and prepare documentation for the teacher and the graduation ceremony. 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.
- Issues regarding the AMMI course have been noted. It is proposed that the AMMI course is replaced with a course on Perception, and the Study Board should discuss this suggestion. Similarly, the DIE course has received some negative feedback.

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

05.03.25: Not handled yet.

02.04.25: Will be handled early summer. Not handled yet.

05.03.25: Not handled yet.

07.05.25: Not handled yet. At this meeting we combine two actions. See above text about the AMMI course.

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

Evaluation of Study Activities, Fall 2024

Many reports mention challenges with group formation and dynamics, which impact on the learning environment.

- CBM will encourage the coordinators at the coordinator meeting to make use of the various types of group formation processes described in the [group formation policy](#), as there is a tendency only to use type 1 (administrative – random) and type 4 (free – not administrative).

07.05.25: Not handled yet.

11.06.25: It is handled and **can be removed from the action plan.**

MED3A: The survey identifies concerns regarding mathematics (matematik til multimedia-applikationer).

- CBM contacts the teachers from Mathematics to ask them to internally evaluate what works well and what challenges exist.

07.05.25: Not handled yet.

11.06.25: The coordinators are having meetings with the teachers. **To be removed from the action plan.**

Semester group meeting minutes, Spring 2025

MED8A SGM1

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CBM will organize a meeting with Cumhur Erkut and DM to investigate progression - is the study plan okay with regards to AI and machine Learning?

07.05.25:

Not handled yet.



11.06.25: DM: all groups in the MED4A semester are having Machine Learning in their projects. Suggests having a Machine Learning course in the 3rd or 4th semester in the future. Must have focus in the new Study Plan. **We decided to remove this from the action plan.**

Any other business – Deadlines

CBM will present documentation at the June meeting regarding rules for deadlines and project hand in.

11.06.25: It often happens that students apply to the Study Board for exemptions regarding postponements or online exams, very close to the exam date. It is very annoying and often do we have to say “no” to the students. The Study Board has decided to process exemption applications that are submitted on time and at least 4 weeks before the exam. **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.**

The Study Board secretariat has received a request from GT and Ellen K. Hansen from Lighting Design. The proposal is to remove the “Architectural Technology and Construction Management, KEA/VIA” program from the list in the Study Plan, under §7 admission requirements. The argument is that the quality of the students is usually very low.

It can be affected from September 2026 if we apply for it before August 1st.

A majority of the Study Board accepted this change. The secretariat will apply for the change before the deadline.

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**
- **Service System Design, MSc.**
- **Lighting Design, MSc.**

Nothing new.



7. Student as co-coordinator (Architecture and Design).

CBM informed the Study Board about the structures in a semester group and that it would be possible to elect a student as co-coordinator. The idea mainly comes from A&D where they use it in a single semester. The election should be handled at semester start.

We had a debate about this topic and different opinions occurred.

Some felt that it could help the coordinator to feel the temperature among the students and give a more direct informal way to bring up issues, especially between semester group meetings. Others mean that it is sufficient to have the group representatives as we know it today – they are always welcome to contact the coordinator.

Lighting Design semesters have the student representative already (not mentioned as co-coordinator). It has worked well. The title could also be “class representative” or “student coordinator”.

It is important to know what the role exactly means.

CBM concludes that it might be a good idea to have a go-to-channel for communication. It is up to the coordinator to choose it or not.

Action: CBM will send out a short notice to coordinators about easy communication with the students.

8. Annual report: Censor Corps - Civilingeniør

The Study Board looked at the report from 2023/2024 and had no comments.

We had a minor debate about the report and how actual it is for our programs. In this case is it most relevant for Sound and Music Computing. We will wait for a report that is more relevant for our other programs. The name of it is “Civilingeniør – Elektro”.

9. Semester group meeting minutes, Spring 2025

AAL

DAKI2 SGM2 No comments.

DAKI4 SGM2 No comments.

MED4A SER No comments.

MED8A SGM2 No comments.

MED8A SER No comments.



CPH

MED8C SGM2	Put focus on miniprojects and deadlines in general. No further comments.
SSD8 SGM3	No comments.

10. Coordinator list fall 2025, revised

The coordinator list for Fall 2025 has changed regarding MED3C and MED7C. See the list on Moodle. Autumn 2025, LID7 and LID9 will be handled by GT as the former coordinator is on leave. The change was not communicated to the Study Board secretariat. The list looks fine, and it was approved by the Study Board.

11. Any other business

CD: This is the last meeting that he is attending.

CBM thanked him for his efforts and informed him that it had been a pleasure having him in the Study Board.

The process of finding a replacement for CD in the Study Board has already begun.

ML/CD and Luis Bruni have been working on a diversity report in the ambassador program. They have created a small project that includes the questions they wish to ask. It must go through the ethical review channel at AAU, as the data and questions are highly sensitive. Can the Study Board support this? Or do we have any other suggestions then it is welcome.

CD confirms that the work will continue after he has left AAU and he also informs that they are producing an internal report for the Study Board – the goal is to improve the students work and study environment.

The Study Board accepts that CBM can write a letter to support this if needed.

12. Dispensations

- **Information from the study board secretariat**

None.

- **Cases (closed point)**

We had 2 cases that needed to be handled.

#1 – Was not granted. The majority voted against it.

#2 – Was not granted. The majority voted against it.



Actions:

Information from the Chairperson – studying abroad

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Teacher of the Year 2024/2025

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Student as co-coordinator

CBM will send out a notice to coordinators about easy communication with the students.

Topics/actions to the next meeting agenda:

- Study plan revision and self-evaluation
- Dispensations (last topic in the agenda)
- Student exchange agreements available for MTSB students
- Students time planning and miniproject structures