Minutes	

Subject:	Study board meeting – No. 2025.6
Date:	18 June 2025
Minute taker:	Tatiana K. Madsen
Participants:	Tatiana K. Madsen, Troels Bundgaard Sørensen, Lene Tolstrup Sørensen , Hans Henrik Dalgaard (ROB), Anders Peter Bundgaard Kristensen (ES), Mathias Lykholt-Ustrup (ROB), Stefan Alexandru Lazar (CYBER), Helle Busk Jensen
Observer:	
Cancellations:	Peter Koch, Henrik Schiøler, Rikke Gade, Marie Hastrup Brisson (CCT), Magnus Møller Knudsen (CE-AVS)

Agenda

1. Approval of agenda
2. Approval of minutes May 2025
3. Semester group meetings minutes – Spring 2025
4. Teacher of the Year and Students Initiative Award 2025
5. Status on master educations applications and evaluation process
6. Dispensation
7. Request for comments: Høring: Udkast til Aalborg Universitets høringssvar vedr. udmøntning af dele af universitetsreformen
8. Evaluation of the modules at IT-Vest
9. Sexism in educations
10. Messages
11. A.O.B.

Minutes

Ad.1. Approval of agenda
The agenda was approved.

Ad. 2. Approval of minutes May 2025
With minor adjustments, the minutes were approved.

Ad. 3 Semester group meetings minutes – Spring 2025

During the meeting ESN has processed the received minutes from semester group meetings. TKM has presented an overview of items marked for ECN attention and other items from the minutes that might require ESNs attention. The following has been noted:

- COMTEK2: no items for ESN
- COMTEK4: potential change of placement of OOAD course. The education group has already initiated a curriculum revision based on the received comments. No further actions are required.
- COMTEK6: feedback on some courses placement and progression in education. The education group has already initiated a curriculum revision based on the received comments. No further actions are required.
- CCT4: no items for ESN
- ESD4:
    - students express their concern about closure of DE-club. Comments from ESN: it is a misunderstanding and it is about whether there is a room for DE-club in the new renovation plan and where it will be placed. For the coming meeting about renovation the representatives from DE club are also invited to provide their feedback. The misunderstanding is solved.
    - It is unclear for the students whether participation in PROlab day is obligatory or voluntary. **Action point:** ESN preparers guidelines for students and coordinators. Responsible: TKM
- ESD6: The students remark, that the new automatic doors in FrB7 potentially could be dangerous in case of fire, since they cannot be opened manually – even when the voltage is disconnected. **Action point:** send the feedback to the right place. Responsible: Helle
- ICTE2: no items for ESN
- ES8: feedback from the students says that course on Sensors and Systems in its current implementation can be more appropriate for a bachelor program. The education group is aware and paying attention to this feedback. No further actions are required.

Ad. 4. Teacher of the Year and Students Initiative Award 2025
The election of the teacher of the year is over and this year this award goes to Peter Koch. Congratulations!

ESN has decided to give two Students Initiative Awards this year: to Jonas Ellegaard Jakobsen for his voluntary work at SatLab and promoting of satellite activities and to Daniel Sejr Vitagliano for his work on improving study environment at Copenhagen campus. Congratulations!

A plan for celebration has been discussed. It was concluded that the best way to announce the awards is during the graduation ceremonies at AAL and CPH campus.
Action points: prepare diplomas. Inform department. Send nomination to the Faculty. Responsible: TKM and Anders

Ad. 5. Status on master educations applications and evaluation process

TKM has given an overview of the applications received to the master programs. The detailed numbers can be found in the appendix. From these numbers and from the talks with the coordinators who have evaluated the applications, the following challenges can be identified:
- A lot of unnecessary work from the coordinators side: they are asked to evaluate also 2nd and 3rd priorities: it takes a lot of time and typically is not necessary, since good students would be anyway admitted to their first priority
- A high number of offered places was rejected by the applicants: may be they would be accepted, if the acceptance letter would be sent earlier (AAU is sending the letters with offers after the end of the evaluation process after May 31st)

The following suggestions on the evaluation process has been mentioned:
- First priority: prioritize evaluation of these applications and send acceptance letters earlier
- Make it visible in the portal: priority

Since the procedures are common for whole university, the potential changes should be discussed with pro-dean and pro-rector.

Action point: TKM brings the observations to the department with the focus on bringing it further to the faculty. Responsible: TKM

Ad.6. Dispensations

TKM gave an overview of dispensations granted during last month, including dispensations for extension of project submission deadlines. TKM reminded that according to ESN's practice this kind of dispensations are given in case when extraordinary circumstances are present. Examples of extraordinary circumstances can be long lasting illness, including close family. Cases when ordered equipment has arrived late; data collection took longer time than expected etc are not considered dispensation giving. ESN members have confirmed that we continue with this practice.

One dispensation has been processed.

Ad. 7. Request for comments: Høring: Udkast til Aalborg Universitets høringssvar vedr. udmøntning af dele af universitetsreformen

ESN does not have any comments.

Ad. 8. Evaluation of the modules at IT-Vest

It has been noted that the students expressed a strong interest in hybrid participation options to support better accessibility. Already now ESN supports a hybrid format and online participation in the exams on IT Vest modules.

Conclusions: ESN does not have any additional comments to the conclusions provided by the coordinator

Ad. 9. Sexism in educations

The discussion has been caused by the comment received from a female student in an anonymous education evaluation about sexistic behavior of her male fellow students. Anders has shared his findings after his talk with female fellow students (not necessary the same students that left the comment). Based on this, the discussion was about what we can do from ESN side.

ESN is aware of initiatives that are taken on university level. At the department level recently all sections have had a workshop about sexism on working place. During the meeting, it was discussed whether there can be some initiatives that we can start. The following initiatives have been suggested:

- **Workshop at ProLAB**: it could be beneficial for students to learn how to act when they observe/ witness a harassment. Potentially, it could be a part of a workshop during ProLAB, e.g. a workshop on Management in a diverse environment.
- **Tutors as role models**: tutors are those who shows what type of behavior is acceptable in this study environment. It is important that they remember that they are role models and should remember to stop/ react if they witness a harassment. This is already a part of tutor seminar, but this part can be extended.
- **Study guidance and contact persons**: it is important that in case of a harassment, a person knows whom he/ she can contact. It would be beneficial with presentations from study guidance (studie- og trivselsvejleder) both for students and for teachers.

It has been discussed whether we should make some events "only for girls". Lene has shared her experience from CCT. Lene has had successful interaction with girls (girls cafe) on one semester of CCT; however it is questionable that this can be generalized and applied to other semesters and educations. Given a small number of girls at our educations, and evidences that girls on our programs do not necessarily want to be in one project group, the idea of events only for girls has been dropped.

Conclusion: we continue to have sexism in focus. We start with the identified 3 suggestions and their implementation.

Ad. 10. Messages
- A new ITXflex program will be used, called Observer, from September 2025 for written exam monitoring. The new system can work also on Linux. However, there is no technical support for Linux users. At this point it is not very clear how to handle situations with technical problems for Linux users.
- Meeting in August is moved to Tuesday, August 19, afternoon due to a course that will be attended by some of ESN members.
- Anders has finished his master thesis and is graduating at the end of June. Congratulations! It means that Anders will not be serving at the study board and a substitute member will join after the summer vacation in August. We would like to thank Anders for his great work at ESN.

Ad. 6. AOB
None.

Appendix. Status on master educations applications and evaluation process – details for educations

ES:

Total number of applications: 89
Found qualified (those who you have accepted): 57

From those whom you have accepted:
Closed due to admission to higher priority: 13
Not accepted the offered place: 26
Accepted/ admitted: 8 (+2 conditionally admitted)
Offered admission (= have not replied within the deadline; request still pending): 7
Rejected due to lack of qualifications: 4 (due to lack of documentation)

CE/AVS:

Total number of applications: 147
Found qualified (those who you have accepted): 125

From those whom you have accepted:
Closed due to admission to higher priority: 52
Not accepted the offered place: 48
Accepted/ admitted: 21 (=13 optaget + 8 betinget optaget)
Offered admission (= have not replied within the deadline; request still pending): 0

Rejected due to lack of qualifications: 6
  - *(17 ikke vurderet, da de allerede var optaget på højere prioritet)*

CE/NDS:

Total number of applications: 68
Found qualified (those who you have accepted): 39

From those whom you have accepted:
Closed due to admission to higher priority: 27
Not accepted the offered place: 4
Accepted/ admitted: 2
Offered admission (= have not replied within the deadline; request still pending): 2
  - *Rejected due to lack pf qualifications: 4*

CE-CPH:

Total number of applications: 177
Found qualified (those who you have accepted): 151

From those whom you have accepted:
Closed due to admission to higher priority: 65
Not accepted the offered place: 32
Accepted/ admitted conditionally: 14/5
Offered admission (= have not replied within the deadline; request still pending): 0
  - *Rejected due to lack pf qualifications: 18*
  - *Rejected due to lack of documentation: 1*
Rejected due to the lack of space: 42