



Minutes of meeting (2023-10) in the Study Board of Build, Energy, Electronics and Mechanics in Esbjerg 06.12.2023

Present:

Matthias Mandø (MMA) (Chair), Daniel Ortiz Arroya (DOA), Jesper Liniger (JEL), Mads Pagh Nielsen (MPN), Christian Winther Dissing (CWD), Anette Larsen (ALL) (secretary)

Absent:

Visnu Ritesh Vijayakumaar Palanisamy, Basira Khaksar, Rokas Sukauskis

Copy:

Sara Lindberg Hildebrandt, Britta M. Jensen, Anne Linde Poulsen, Pia Vestergaard Jensen, Christian Winther Dissing, Mads Pagh Nielsen, Tamas Kerekes, Gitte Hageman Christensen, Head of department, Rikke Steensbæk.

Minute taker: ALL

Agenda

1. Approval of agenda
2. Approval of minutes
3. Follow up after last meeting 22.11.2023
4. Approval of minutes of meeting 22.11.2023 – postponed until next meeting
5. General announcements
6. Data packages (CWD) (2 hours)
 1. Processing of the data package for Build and Mechanics, including the status of their action plans and draft study programme evaluation report.
 2. Processing of the data package for the study board's other study programmes, including the status of their action plans and draft quality report.
7. Minutes of semester group meetings
8. 2024 meeting dates (ALL)
9. Specialisation politics (see item 2.7, in Danish)
10. Teacher of the year
11. AOB
12. Credit transfers and exemptions (confidential)

Minutes

1. Approval of agenda

Agenda approved without comments.

2. Approval of minutes 08.11.2023 and 23.11.2023

This item is partly postponed until next time, as the minutes from 23.11.2023 were only posted yesterday afternoon (22.11.2023). MMA has followed up on some items but let us leave this for now.

The minutes of meeting on 08.11.2023 are approved.

3. Action points from last meeting on 08.11.2023

- Funds for components. It has been agreed that there will be funds for components in the section. No further action.
- Exam in English. MMA has talked to teacher who is in the process of learning Danish. No further action.



4. Follow up after last meeting 22.11.2023

- Response rate is low for SurveyXact particularly for BA4, MA4, BA6 and MA6. MMA has talked to ASKR who will try to do more. No further action.
- BA2 were critical of the coordination between supervisors when having more than one. ASKR will call for a meeting with externals to exchange experience.
- MA4 had doubts on the scope of their project work, ASKR will talk with co-supervisor. No further action.

5. General announcements

It is noted that MPN, JEL must both leave early.

Short news:

- **ULM 27-11-2023**
 - Discussion of generative AI
 - Comments:
 - [Generative AI at AAU](#) Here you will find informational resources about AI.
JEL: Some teachers would like a general discussion about AI. MMA adds that this will be part of the next learning day.
There is already a number of resources. MMA will prepare slides for coordinators for the semester startup with links.
 - Discussion of resources used for marketing.
 - **DSUR 12-12 (from agenda)**

MMA does not participate in these meetings but receives the minutes.

 - Low response rate for DK studieundersøgelse. This is the well-being survey, where the response rate was 29 percent for the entire university and a bit higher for the technical study programmes. This is the survey we discussed previously, where we had to put 25 minutes aside at semester group meetings for the students to fill out the questionnaires.
 - Report about KOT – looks ok. It has neither gone up nor down – but is steady.
 - Report about unemployment – AAU is still behind other universities, except RUC. Many efforts already and it does not look like there is more to be done.

Comments:

 - MMA: AAU and RUC are the PBL universities, but our competitors are DTU, Copenhagen University, SDU and Aarhus University.
MPN: our students complete their studies in time unlike DTU where they spend more than one year extra.
 - STÅ-numbers – looks like AAU have to pay back 2 million DKK.
 - Up down terms of reference regarding coordination of EVU + marketing of EVU. This is a strategic focus for the university.
 - **Hearing regarding admissions act.** There are minor corrections.
 - **Evaluation report on study start** (faculty level), please see slide 5 in beem-bilag. We processed this during our last BEEM meeting.
- Comment:
- Our students are the youngest when they commence their studies; in Denmark there is a tradition of one or more gap years, but we have a lot of international students who may not have the same culture.

6. Data package (CWD)

1. Processing of the data package for civil and mechanical engineering, including the status of their action plans and draft programme evaluation report.



2. Processing of the data package for the study board's other programmes, including the status of their action plans and draft quality report.

There are the following requirements for what the minutes must contain in the processing of both items:

- The individual indicators (at least if they indicate unsatisfactory conditions or a need for increased attention).
- The efforts in the action plan and the status of their implementation seen in relation to the year's new data for the indicators, including whether there are efforts in the existing action plan that should be reported in the upcoming action plan.
- Whether ongoing/planned measures must be adjusted and/or whether new measures must be initiated based on the year's new data for the indicators.

We receive a data package every year from the university's central finance department. It contains all quantitative data regarding the quality of the study programmes, so this task will be repeated every December.

We will go through the packages and our previous action plan and focus on issues that must be addressed.

CWD and MMA have already prepared quality reports which will be forwarded to "Kvalitet og Analyse" together with our updated action plan.

There are six quality areas:

1. Recruitment and study start
2. Development, organisation and operation of the study programmes
3. PBL (this area is not included in the data package)
4. Study environment
5. Research coverage and teaching competences
6. Job and career

First, we process data on the bachelor of engineering programmes (diplomingeniør)

- Bachelor of Engineering in Mechanical Engineering
- Bachelor of Engineering in Civil Engineering

2. Recruitment and study start

Admission for the bachelor of engineering study programmes

Comments

- Intake is low and we must address this.
- Action points (1.1-1.3 in the action plan) are ongoing.
- There has been a major organizational change in our communications department, we no longer have our own resources for marketing.
- MPN has had a meeting with the new communications department; they will do what was also done last year, to a large extent.
- We wish to continue our initiatives relating to Facebook and high schools, but this is being discussed with the new communications department.
- We could focus more on international recruitment, as we have done something, and there is a small increase in international recruitment.
- If there was something which we knew would work, we would do it!

Action plan 1.1-1.3

- Our activities are ongoing and should not be action points.



Action plan 1.4-1.6

- Esbjerg as an international campus. New action point: we will continue to work internally to promote the idea of Esbjerg as an international campus and resend application for language change for all Danish language study programmes in Esbjerg including the bachelor of engineering study programmes.

Comments:

- JEL: Regarding surveys of study start. We are making both a local survey and a survey which is not desirable. JEL has since been in contact with our PR department in Esbjerg and CWD and they have found that the two surveys do not overlap each other.

3. Development, organisation, and operation of the study programmes

- Exceeding of standard time limits: 3,3 months in 2023 seems to be a one-time issue, and we will therefore take no action.

4. Study environment

There are no issues that need to be addressed under this item.

5. Research coverage and teaching competences

A lot of researchers have left their positions, and we are working hard to fill these positions. The department is already addressing this. This is concerning the bachelor of engineering study programmes; competences will slowly be build up again.

6. Job and career

We have reports of zero unemployment. This is great news; we will put this on the info screen.

Follow-up of action points

- At least 1 video must be made in AAU Play for both civil and mechanical engineering. This effort continues.
- The study board is investigating the possibilities of offering microcredentials in APQP and project management, which the mechanical engineering students have requested. This must be clarified with M&P as this is an action point, we have inherited from them. It is not clear what APQP is.
- A plan for the strengthening of digital teaching must be prepared. This is an ongoing discussion. We remove the action point regarding a workshop as we already have online teaching courses.

Now we process the bachelor and master's programmes, the headlines are the same as for the above programmes.

- Bachelor of Science in Energy
- Bachelor of Science in Applied Industrial Electronics
- Master of Science in Energy Engineering
- Master of Science in Advanced Power Electronics

2. Recruitment and study start

Admission for the bachelor's degrees

Comments:

- There is the same tendency here as with the Danish language BSc+ BE programmes. The number for intake to master's degree has also decreased.
- We expect the APEL figures to increase when we have a specialisation for AIE/cyber bachelors.



Dropout rates for first year of study

Comments:

- The rate is high for Energy, as 28 percent have dropped out these last three years. We have a lot of students who switch from BE to BSc, and usually they do not switch the first year.

Action plan

We will continue to monitor this to better understand what the reasons for students' dropping out are; we also looked last year and nothing decisive could be said. Study start and recruitment are the most important factors.

Drop out rates for master's students

Comments:

- It is rather difficult to make statistics, as both APEL and Energy have few students
- No action for now

3. Development, organisation and operation of the study programmes

This item relates to the dropout rate for the entire study period and one year after.

Comments:

- This is in the red because a large number of students on BSc energy change from bachelor of science to bachelor of engineering (diplomingenør); this will improve as we now have a bachelor of engineering study programme (filial) in sustainable energy engineering in Esbjerg.

Action plan

We will continue to monitor results and investigate reasons for this dropout.

Comment:

- Compared to Energy Engineering in Aalborg, where the number of students is much larger, only six percent dropped out.

Indicator for average exceeding of standard time

Comments:

- This does not look good for AIE, and this is already an action point.
- A number of students have individual study plans because they have failed courses, and they have provided good doctor's notes.
- We should reflect on whether we accept the right students.
- Many international students have to work while studying. Having to work 15h and study 40h each week is hard and may be one reason for failing exams.

Action plan

- Investigation of each of the AIE students in this survey, that are late.
- Investigation to include input from study secretaries to analyze the reasons behind the students dropping out.

4. Study environment

There are no issues that need to be addressed.

5. Research coverage and teaching competences

There are no issues that need to be addressed.

6. Job and career

Unemployment

We note that the unemployment rate for students graduated since 2020 is looking very good!

Project-oriented study in an organisation

It would appear that APEL has not had any cooperation with companies, however, this is not an issue. The department has extensive cooperation with the business community. We believe that is due to it not being registered properly when students hand in their project reports.

Action plan

Final comments:

- We will update the competence profiles for Energy, AIE, mechanical and civil engineering. Deadline spring 2024. Competence profiles will be updated in the next general study programme revision during spring 2024. (to be implemented by September 2025)

7. Minutes of semester group meetings

AIE1

Energy Systems and Electro Physics (EEP).

- We expect the teacher to take notice of the comments about economics.
- No action taken.

BA1

Problem based Learning

- The minutes raise a number of issues to which teacher has sent comments. You will find teacher's reply in beem-bilag. The teacher rejects the students' comments.
- No action.

Calculus

- Some critique from students, to which teacher has replied.
- No action.

EN1

- Exam in English or Danish? As always, we are in constant dialogue about online teaching.
- No action.

MA1

Problem-based Learning

- Please also see BA1. This is from the same meeting as BA1, but minutes are by another person.
- No action.

BA3

Project module

- A dedicated supervisor within civil engineering.
- We are trying to recruit two positions.
- No action.

MA3

Nothing to remark.

MA5

Continuum Mechanics, Three-Dimensional Beams and Stability

- This course has been removed from the 2024 curriculum.
- It is being taught online from Aalborg.



- Action point: MPN will talk to Build regarding why the same teacher was put on as we asked for another teacher after the same critique last year.

AIE3

- This meeting was held at the beginning of November.
- Lack of funding has been discussed with SPE; more money has been allocated for the Esbjerg section next year. As a general rule, MMA talks to SPE if the amount is more than DKK 1,000; otherwise with Henry.
- No action.

AIE5

- Lectures have been cancelled with short notice due to misunderstanding. This has been addressed.
- Wifi in the electronics lab. This has been reported to the IT department. We have tried to address this.
- No action.

EN3

- Group EN3-2, regarding funds (not related to same issue as AIE). There is limited funds for project work. This is coordinated between supervisor and head of section.
- Item 9 on agenda, old examination papers. This has been resolved.
- No action.

OES3, PECT3, IRS3, APEL3

- Problem with video lecture rooms was resolved. In future, we must use Teams.
- The department is moving out of the B wing, and we have group rooms for 1 and 2 semesters in future. There will be open environment rooms and students can book meeting rooms.
- No action.

PECT1

- Problems with audio during Multiphase Flow course. No action.

8. Next year's meetings

14. februar
6. marts
4. april
1. maj
8. maj - evaluering
27. maj
24. juni
11. september
9. oktober
30. oktober
13. november - evaluering
16. december

Dates to be sent to Anne who plans the schedules (ALL on 20.12.2023)

Approved.

9. Specialisation politics ([Common rules, see item 2.7, in Danish](#))

- According to internal AAU rules our master's study programmes, SEE and APEL do not meet the rules!
- We need 60 ECTS which are joint between OES and PECT
 - 10 ECTS electives or company stay on 3 semester



- 20 ECTS project on 3 semester – more general description
- 30 ECTS Master's thesis
- (10 ECTS module in Scientific writing on 1 semester)
- Need to update description of project summary report, poster and paper. Similarly, agree on the description in the semester rooms: <https://www.moodle.aau.dk/course/view.php?id=47905>. MMA will call 7 semester coordinators to a meeting for a discussion.
- We did not get a new MSc in AI and Autonomous Systems (AIAS) approved by the dean!
- We will apply for name change and put it as a specialization under APEL (similar structure as SEE)
 - *Electronics Engineering* with specialization in Advanced Power Electronics
 - *Electronics Engineering* with specialization in AI and Autonomous Systems
- Name change must be approved by the ministry → start earliest 2025
- MMA will call for a meeting regarding name and any outstanding tasks

10. Teacher of the year

- We will contact study office again and ask if they have more nominations.
- Plan B is a survey in the beginning of the new year.

11. AOB

ALL will make proposal for bullets for infoscreen.

12. Credits and exemptions

Survey of list from WorkZone.

No list for this meeting.

Action points, incl. responsible people – Study board meeting 06.12.2023

- MA5, Continuum Mechanics, Three-Dimensional Beams and Stability
This course has been removed from the 2024 curriculum.
It is being taught online from Aalborg.
Action point: MPN will talk to Build
- Teacher of the Year, "Plan B" to get more nominations