



Study Board for
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Minutes from Media Technology Study Board Meeting 2021.2 Aalborg, Wednesday February 10, 2021

Present members:

Claus B. Madsen (CBM)
Jesper Rindom Jensen (JRJ)
Rodrigo Ordonez (RO)
Olga Timcenko (OT)
Jon Ram Bruun-Pedersen (JRBP)
Stefan Nordborg Eriksen (SNE)
Lukas Bisgaard Kristensen (LBK)
Hamzah Ziadeh (HZ)
Hector Thøgersen (HT)
Hjalte Drejer Jørgensen (HDJ)
Jacob Uhrskov Noer (JUN)

Secretaries:

Annette Erichsen (ANE)
Anne-Marie Rasmussen (AMR)

Present non-members:

Mikkel Gede Hansen (MGH), observer, study counselor
Jeppe Paaske (JP), observer, study counselor
Daniel Kierkegaard Andersen (DKA), observer study counselor
Marlene Geer Lomborg (MGL), observer, study counselor

Absent:

Eva Triantafyllou (ET)
Nis Ovesen (NOVE), observer
Dimitra Hadji-Popovski (DHP), observer, student
Alexandru Cristian Chiritescu (ACC), observer, study counselor

Agenda	
1.	Constitution of the new study board <ul style="list-style-type: none"> • Presentation round • Expectations to the study board by CBM • Constitution of the new study board (election of chairman and vice chairman)
2.	Approval of agenda and minutes from last meeting
3.	Information from the Chairman <ul style="list-style-type: none"> • First year students move to RGB14, AAL
4.	Status on the action plan from meeting no. 2020.2
5.	Study board state of the union <ul style="list-style-type: none"> • Study board report 2020 • 1st year drop out figures • Semester evaluation report MED7 AAL, 2019 example • LinkedIn survey
6.	Study plan revision <ul style="list-style-type: none"> • Medialogy BSc. • Medialogy MSc. • Sound and Music Computing MSc., AAL • Sound and Music Computing, MSc., CPH • Service System Design MSc. • Lighting Design MSc.
7.	Self-evaluation action plan <ul style="list-style-type: none"> • Medialogy BSc. • Medialogy MSc. • Sound and Music Computing MSc.



	<ul style="list-style-type: none">• Service System Design MSc.• Lighting Design MSc
8	Quantitative study environment survey, 2020
9	Corona-fatigue initiatives on semesters
10	MED7/MED8 Observations/Concerns/Complaint (MGH)
11	Open House CPH 2021 and PR related questions (MGH)
12	Any other business

1. Constitution of the study board

Presentation round

CBM welcomed the study board members. Especially the new student members. We had a small presentation round.

Expectations to the study board by CBM

The study board almost meet once a month (10 meetings per year), and during the Covid-19 the meetings are handled online by using MS Teams. The meetings are normally held Wednesday afternoons from 12.30-15.00. We expect to have lunch before the meeting start, when we are back to physical meetings. We discuss e.g. quality assurance, administrative procedures, debates about gradings in miniprojects, extra exam attempts, teacher of the year process etc. Attachments to the meetings can be found in the study board Moodle intranet page.

Head of studies NOVE will sometimes participate in the meetings as observer.

Any member of the study board is bound by confidentiality and cannot discuss sensitive, potentially personal, matters outside the context of the Study Board.

Constitution of the new study board

CBM was elected chair of the study board.

HDJ was elected vice chair of the study board.

2. Approval of the agenda and minutes

Approval of agenda: Approved

Approval of minute from the previous meeting: Approved

3. Information from the chairman

First year students move to RGB14, AAL

Students on first study year will move into the main building at RGB14 in AAL from September 2021. We are not aware if the same will happen to the first year students in CPH. At least not this year.

It will be interesting to see if more students in the AAL building will have positive impact on the study environment.



4. Status on the action plan from meeting no. 2021.1

Medialogy B.Sc. and Medialogy M.Sc. AAL

CBM will check all project modules in the B.Sc. studyplan for 2021 to make sure that they have the right learning goals and are similarly described in terms of objectives.

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

Open House 2021:

CBM will contact NOVE and give him the impression that there are some confusion about arranging Open House activities as online events.

10.02.21: CBM has been in contact with NOVE and it is decided that head of section Sebastian Boring will handle the planning of Open House 2021 in CPH.

MGH: It has been a frustrated period with no communication at all. Can only advise that all should be much better prepared next year.

JP: In January 2021 the student councellers were informed that they should not be in charge of the planning. At the same time they should prepare presentations.

OT: It is important to see this as a learning experience. Thank you to the student councellers to taking charge.

AAL student guidance: A video is sent and there is a meeting planned tomorrow.

Remains in the action plan.

Action updated: CBM will inform Sebastian Boring and NOVE about frustrations regarding Open House in CPH.

Self-evaluation action plan / lab booking AAL

CBM will send out a mail to the Spring coordinators and ask them to have focus on lab booking process.

10.02.21: It is handled. It is important that the students always contact their supervisor or coordinator if they need to book labs or purchase equipment for projects. Students are encouraged to inform the study board if they have problems with this.

To be removed from the action plan.

5. Study board state of the union

- **Study board report 2020**
- **1st year drop out figures**
- **Semester evaluation report MED7 AAL, 2019 example**
- **LinkedIn survey**

CBM presented all 4 items in this meeting to prepare newcomers to the study board work.

We had minor debates about employability, technical skills, carrier workshops, droup out figures and evaluations etc.

Action: Regarding the student survey: CBM will investigate if coordinators can get access to see how many students have replied the survey at perhaps semesterstart.



6. Study plan revision

- **Medialogy B.Sc. and Medialogy M.Sc. AAL**
- **Medialogy B.Sc. and Medialogy M.Sc. CPH**
- **Sound and Music Computing MSc. AAL**
- **Sound and Music Computing MSc. CPH**
- **Service System Design MSc.**
- **Lighting Design MSc.**

Nothing further to note.

Topic for the next meeting: AMR will remember to add the topic in the agenda.

7. Self-evaluation action plan

- **Medialogy B.Sc. and Medialogy M.Sc.**
- **Sound and Music Computing M.Sc.**
- **Service Systems Design M.Sc.**
- **Lighting Design M.Sc. (encl.)**

Topic for the next meeting: AMR will remember to add the topic in the agenda.

8. Quantitative study environment survey, 2020

The study board secretariat has received the attached document regarding both physical and psychical study environment. It does not really say much about the problems, but we are aware that the open group area and ventilation always are combined with frustrations among the students.

JRJ: The survey is related to all addresses in AAL combined into one statistic, hence it does not provide a sufficiently detailed picture.

CBM: Agreed. We do not see anything surprising.

The survey was presented for the study board and there are no further notes on this topic.

9. Corona-fatigue initiatives on semesters

The attached documents are sent out to all coordinators and students. At this meeting CBM would like to spread the word to all members of the study board.

We had a debate about these initiatives. A student counselor is working on arranging an online Friday bar and might have to apply for funding. Another counselor is in good contact with 1st year students. The main issue is that students especially lack social events.

SNE: These initiatives were part of a workshop where some of the ideas came up. In general the students lack the small talk in the hallway and social arrangements. The hard part is actually to initiative the ideas. Many students are having a stressful study, many deliverables and deadlines. On the other hand it is frustrating not really to know what the other students are doing during project work.

CBM: Now you know that there are inspirational catalogues, if you lack ideas, and the study board appreciate any initiatives and will consider supporting activities financially.



10. MED7/MED8 Observations/Concerns/Complaint (MGH)

MGH has sent a mail to the study board regarding observations/concerns/complaints at MED7 and MED8. See attachment.

First item:

If the students are in doubt about the learning goals, the course descriptions could be the tool. In the future we expect to see them more elaborate.

The exam questions could be given in advance. A consequence of this approach obviously is that the student would be expected to perform at a higher level at the exam.

CBM: If you have good examples please put it into the semester evaluation.

Second item:

What is the purpose to write a technical report, when not use it at the exam?

CBM: We are not legally allowed to count the miniprojects into the grade. The study plans can be modified and will be discussed with head of studies. The plan is to change the exam format for some of the courses in the bachelor study plan and definitely for all courses in the M.Sc. study plan for Medialogy. But it will not be possible to change the exam format for the re-exams.

Third item:

Confusions regarding a course and the content:

CBM: Please contact the lecturer directly and work it out that way. If it is not taken into consideration, then you could raise it at a semester group meeting.

Last item:

Students are lacking grades in the Foundation course and the AVS course.

Action: CBM will contact the secretaries.

Extra item: Mentorship programs?

It is a good idea, but there might be a problem with time.

CBM: Please prepare a document with the idea, if we need to handle it in the study board or in the department.

11. Open House CPH 2021 (MGH)

Handled under topic 4.

12. Any other business

SNE: Teacher of the year process needs focus soon.

Action: AMR will invite SNE, HDJ and CBM to a start up meeting.



Actions:

Medialogy B.Sc. and Medialogy M.Sc. AAL

CBM will check all project modules in the B.Sc. studyplan for 2021 to make sure that they have the right learninggoals and are similar.

Open House 2021:

CBM will inform Sebastian Boring and NOVE about frustrations regarding Open House in CPH.

Study board state of the union:

Regarding the student survey: CBM will investigate if coordinators can get access to see how many students have replied the survey at perhaps semesterstart.

MED7/MED8 Observations/Concerns/Complaint (MGH)

Students are lacking grades in the Foundation course and the AVS course.
CBM will contact the secretaries.

Any other business

Teacher of the year process needs focus soon.
AMR will invite SNE, HDJ and CBM to a start up meeting.

Topics/actions to the next meeting agenda:

- Study plan revision
- Self-evaluation action plan
- Mandatory miniprojects (in a future meeting)