



Study Board for
Media Technology
mediatech@sict.aau.dk
www.sict.aau.dk

Chairman
Claus B. Madsen
Phone: +45 9940 8788
cbm@create.aau.dk

Secretaries
Annette Erichsen
Phone: +45 9940 7790
ane@create.aau.dk

Anne-Marie Rasmussen
Phone: +45 9940 8792
amr@create.aau.dk

Pia Vase
psv@create.aau.dk

Minutes from Media Technology Study Board Meeting 2019.1 Aalborg, Wednesday January 9, 2019

Present members:

Claus B. Madsen (CBM), Chair
Rodrigo Ordonez (RO)

Secretaries:

Anne-Marie Rasmussen (AMR)

Present non-members:

Britta Jensen (BJ), observer
Ingeborg Goll Rossau (IR), observer, study counselor
Marlene Geer Lomborg (MGL), observer, study counselor
Alexander Sennefelder (AS), observer, study counselor

Absent:

Michelle Fly (MFL)
Christine Ingerslev (CI)
Martin Kraus (MK)
Lars Reng (LR)
Morten Falch (MF)
Olga Timcenko (OT), observer
Nis Ovesen (NOVE), observer
Anthony L. Brooks (ALB)
Sarah Ostenfeld Bitsch (SOB)
Elisabeth Sidenius Nordentoft (EN), observer, study counselor
Annette Erichsen (AE) Pia S. Vase (PSV)

Agenda	
1	Approval of agenda, and minutes from last meeting
2	Information from the Chairman <ul style="list-style-type: none"> • "Ændringer i uddannelsesbasen"
3	Status on the action plan from meeting no. 2018.10
4	Study plan revision <ul style="list-style-type: none"> • Medialogy BSc. • Medialogy MSc. • Sound and Music Computing MSc. • Service System Design MSc. • Lighting Design MSc.
5	Self-evaluation action plan <ul style="list-style-type: none"> • Medialogy BSc. • Medialogy MSc. • Sound and Music Computing MSc. • Service System Design MSc. • Lighting Design MSc.(encl.)
6	Semester descriptions, spring 2019
7	AV productions, future hand ins
8	Do we need constraints on group forming on (certain) semesters
9	Any other business



1. Approval of the agenda and minutes

Approval of agenda: Approved.

Approval of minutes:

Item 5: Self-evaluation plan –“thin action plan” removes and CBM will provide AMR with new text. SMC, LiD and SSD – the word document changes to action plan all three places. Approved.

2. Information from the Chairman

“Ændringer i uddannelsesbasen”

Relevant for us: Medialogy B.Sc. both AAL and CPH changes “uddannelsessprog”.

“Uddannelsestjekkeren”

Will be closed and replaced with a new system.

Translation of Medialogy B.Sc. studyplan from English to Danish

CBM will start the translation without external help. We expect that the study board will approve the Danish version in one of the next meetings.

“Paratheds-tjekker”

Before deadline March 1 this year, coming students will have a possibility to check the “paratheds-tjekker”. By this we would like them to focus on the choice of educational program before they start.

Graduation lists Medialogy and employment

CBM has checked LinkedIn and tried to locate what our former master students are doing after they graduated. Ex. Graduated students from 2018 – 60% are working with software. This information could be presented for the students by carrier staff in both AAL and CPH. The list of companies could be online so the students could see it, when they prepare for POWIAC or future jobs.

3. Status on the action plan from meeting no. 2018.10

Course / project grade statistics

CBM will prepare some text to the document that includes a reply related to revision of study plans and the topics from above.

The study board requested some changes – Hendrik Knoche needs to prepare a document first. CBM has received the document recently. We will look at it at the next meeting. **Remains in the action list.**

MED10C – Debate about writing thesis reports and working with practical stuff. It is a balance also related to the PBL work. A coordinator could perhaps gain improvement in the groups by having a supervisor meeting before each semester. OT and LR will have a debate with the colleagues at the next cookie meeting. Conclusion: Not handled yet. **Remains in the action list.**

Study board report, frafald første studieår:

M.Sc. Lyd- og musik-
teknologi, KBH:

Detaljer vedr. de 3 frafaldne:

- 1 stoppet med ønske om studiepause
- 1 skiftet til anden AAU uddannelse
- 1 stoppet med begrundelse i for lavt fagligt niveau

CBM / ANE tjekker de 3 studerendes baggrund. **Remains in the action list.**



Semester group meeting minutes (November meeting)

MED5C: It was also mentioned that some project proposals at semester start were not specifically related to the semester theme. CBM will contact the coordinator regarding project proposals. January meeting: Coordinator OT disagreed about this. The project proposals were mainly related to the semester theme. **To be removed from the action list.**

MED1A: MED1A SGM2 – TA help in AVS course lacked. CBM will contact the course coordinator regarding AVS and TA 's.

January meeting: Teacher and coordinator agrees that the issue were relevant in the semester, but disappeared later on. **To be removed from the action list.**

MED7A SGM1 – several topics in the minutes, but we cannot see, if they are handled. CBM will contact the semester coordinator to hear how many of the bullets that needs action. **Remains in the action list.**

MED7A SGM1 - Debate about midterm seminar. Students would like supervisors to participate to get a proper feedback. The coordinator could consider booking the event in the supervisor calendars. CBM will address the issue at the coordinator meetings + send a mail.

It is handled. CBM would like coordinators to address this broader in the future. **To be removed from the action list.**

Semester group meeting minutes (December meeting)

MED5C SGM2: Comment regarding Screen Media. A student mentions that the theory could be applied to Games, so it would be nice with game examples. Claims focus in the study plan revision. CBM will contact the teachers regarding gaming elements.

January meeting: Teachers are aware of this problem and will try to simplify it in the future. **To be removed from the action list.**

MED9A SGM1: Unemployment figures. CBM will look at how to find students that graduated in 2017 and 2018 in both AAL, ESB and CPH. CBM will provide students with information about this.

January meeting: This will be handled elsewhere. **To be removed from the action list.**

MED9A SGM2: Exam question. CBM will report back to the coordinator, as a principle we are against having exams midterm. It was reported back to the coordinator that it is not possible.

January meeting, argument: It will stress the courses and project work too much. **To be removed from the action list.**

SMC9A SGM2: Wrong template for the minutes. No further comments. CBM will contact the coordinator regarding the template for the minutes.

January meeting: It is handled. **To be removed from the action list.**



4. Study plan revision

- **Medialogy B.Sc. and Medialogy M.Sc.**
- **Sound and Music Computing MSc.**
- **Service Systems Design MSc.**
- **Lighting Design MSc.**

CBM needs to send instructions regarding Medialogy B.Sc.

Medialogy: CBM and ANE will prepare a template for Module descriptions. CBM will prepare directions to staff how to use the templates.

Sound and Music Computing: Minor changes.

Service Systems Design: Minor changes.

Lighting Design: Minor changes.

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

5. 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.)**

CBM and the secretariat participated in a meeting in December with the pro-dean for education, head of study and head of department where focus were the action plan that was prepared in the fall 2019 and approved in the last meeting. Main focus is drop out in Medialogy B.Sc., employability master Medialogy and recruitment in the other master programs.

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

6. Semester descriptions, spring 2019

The study board secretariat has received many semester descriptions regarding spring 2019.

It is the plan to continue the work with the semester descriptions, so they can be ready for semester start. No further comments.

We had an overall debate about the semester descriptions and the importance of them. Especially course descriptions with info about mini-projects. Observer students find that it can sometimes be hard to figure out the importance of a mini-project compared to the main project work. Is it okay to implement some of the content in the main project?

Action: CBM will contact relevant course teachers regarding relations between mini-projects and main project work. CBM will also address the issue at the next study council meeting.



7. AV productions – future hand ins:

We had a debate about this. It is of course not a good plan that the students to hand in DVD´s or dongles to the study secretaries. We will not require this in the future.

We suggest that a student helper could help us downloading the material from YouTube.

Action: CBM and AMR will find a student helper to start up this process.

8. Do we need constraints on group forming on (certain) semesters?

CBM will contact the coming spring coordinators, and hear if any of them would like to participate in a pilot project regarding group forming.

January meeting: It is too late to enforce this in the spring semester.

CBM informed that Computer Science have tried a setup where only 3 students in the same group can continue in the next semester in a group together.

Another comment could be to make the groups smaller.

We had a debate about this.

Action: CBM will try to implement some constraints on the group forming fall 2019 by contacting the coordinators.

10. Any other business

Nothing.



Actions:

Status on the action plan from the last meeting:

Course / project grade statistics

CBM will prepare some text to the document that includes a reply related to revision of study plans and the topics from above.

The study board requested some changes – Hendrik Knoche needs to prepare a document first. CBM has received the document recently. We will look at it at the next meeting.

MED10C – Debate about writing thesis reports and working with practical stuff. It is a balance also related to the PBL work. A coordinator could perhaps gain improvement in the groups by having a supervisor meeting before each semester. OT and LR will have a debate with the colleagues at the next cookie meeting. Conclusion: Not handled yet.

Study board report, frafald første studieår:

M.Sc. Lyd- og musik-
teknologi, KBH:

Detaljer vedr. de 3 frafaldne:

- 1 stoppet med ønske om studiepause
- 1 skiftet til anden AAU uddannelse
- 1 stoppet med begrundelse i for lavt fagligt niveau

CBM / ANE tjekker de 3 studerendes baggrund.

MED7A SGM1 – several topics in the minutes, but we cannot see, if they are handled. CBM will contact the semester coordinator to hear how many of the bullets that needs action.

Semester descriptions, spring 2019

CBM will contact relevant course teachers regarding relations between mini-projects and main project work. CBM will also address the issue at the next study council meeting.

AV productions – future hand ins:

CBM and AMR will find a student helper to start up this process.

Topics/actions to the next meeting agenda:

Study plan revision

Self-evaluation action plan

Do we need constraints on group forming on (certain) semesters?

CBM will try to implement some constraints on the group forming fall 2019 by contacting the coordinators.