



Minutes of meeting (2023-06) in the Study Board of Build, Energy, Electronics and Mechanics in Esbjerg 20.09.2023

Present:

Matthias Mandø (MMA) (Chair), Daniel Ortiz Arroya (DOA), Jesper Liniger (JEL), Rokas Sukauskis (Vicechair), Visnu Ritesh Vijayakumaar Palanisamy, Mads Pagh Nielsen (MPN), Anette Larsen (ALL) (secretary)

Absent: Basira Khaksar

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

0. Hearing about a new member in the Study Board: Jesper Liniger (Welcome to Jesper)
1. Approval of agenda
2. Approval of minutes of meeting 03.05.2023 and 16.05.2023
3. Follow-up from last meeting 16.05.2023 and semester evaluation meeting 03.05.2023
4. General announcements
5. Approval of study curricula
6. Memorandum of understanding for Campus Esbjerg
7. Minutes of semester group meetings
8. Guidelines for the use of ChatGPT and other generative AI-systems, [AAU web site](#)
9. Registration of drop-out rates (Frafaldsregistrering)
10. Reasons for drop-outs (Data for udmeldelsesbegrundelser)
11. Denmark's survey of studies (Danmarks studieundersøgelse 2023)
12. Evaluation of annual initiative about well-being and retention (Den opsøgende indsats)
13. Items for next meeting's agenda
14. Exemptions to be discussed
15. Approved exemptions and credit transfers
16. AOB

Minutes

0. Hearing about a new member in the Study Board: Jesper Liniger

Welcome to Jesper

According to the election secretariat, we do not need to appoint the board again.

1. Approval of agenda

Agenda approved.

2. Approval of minutes of meeting 03.05.2023 and 16.05.2023

Minutes approved.

3. Follow-up from last meeting 16.05.2023 and semester evaluation meeting 03.05.2023

AAU Microcredentials

MMA has made slides and presented to semester coordinators. All students have been introduced to this now.

News from the Study Board.



We have copied Energy's template for the info screen. MMA proposes that, after each meeting, the student members of the study board fill in the template and send to him for upload. The purpose is to raise awareness about the study board's work, specifically work that is direct related to the students. E.g. this could be about guidelines about ChatGPT. We should make it a point to register bullets for the info screen at the end of each meeting. Follow-up under AOB.

4. General announcements

- **Institution Accreditation** – Interviews are going on these days. We think it is going well, but there is no decision yet.
- **Work with Study curriculum**. We have been working to revise the study programmes for Mechanical Engineering, AIE and SEE since December last year. The revised study programmes were sent for a hearing in the study board before the summer holidays. We did not hear from you. Gitte and Anette are now in the process of revising modules and compiling study programmes in the system. To be sent to "Studiesystemer" by 1st November and become effective 1 September 2024.
- **Study start**. We are awaiting an evaluation of the study start. We have heard from Sara, the study secretary and Heidi, the study counsellor, that it went well. Attached to these minutes, please find slides that MMA presented to coordinators before study start.
- **Learning day** – MMA is involved in the planning of the annual learning day. We might be able to get the best of the presentations in Aalborg to Esbjerg next year.
- **Case of a student not using ITX FLEX**. This was resolved with a conversation with the student. No action was taken. He had informed the exam supervisors beforehand that he had problems, and they kept an eye on him.
- **New platform for quality system on AAU** – sneak [Kvalitetsplatformen – smugkig](#) (danske tekst) (relevant for admin.). Use the link to check out the new platform.
- **Meeting in DSUR** (from minutes, JUNE meeting) DSUR is where the prorektor and prodeans meet and make strategic decisions.

- Two microcredentials in AI will be made
- AAU is preparing for the proposed reform of the master's programmes (more on that later in the minutes)
- AAU has these goals:
 - To ensure a high level of learning through a high study intensity and reduce the drop-out rates of new students
 - To ensure employability of students
 - To ensure the research based PBL teaching and educate students with deep professional competencies within their own domain and ability to holistic thinking
 - To strengthen lifelong learning by offering more and new types of attractive continuing education, especially within IT, engineering, and natural sciences
 - To encourage entrepreneurship and increase entrepreneurial competences in students.

- Decided cross-disciplinary focus areas for the next two years:
 - Recruitment and admission
 - Retention and wellbeing
 - Occupation and employability

- Focus areas of the faculty of engineering and science:
 - LeadENG student projects
 - ENG After Hours
 - Project supporting microcredentials og film studio
 - Additional recruitment analyses
 - Supporting Engineers' Employability through Mentoring' (SEEM)
 - Recruitment of foreign own financed students (USB'ere)
 - EVU (continuous education)



- **Meeting in DSUR** (from minutes, AUG meeting)
 - Learning Day – there was a separate programme in Esbjerg, the management of Energy and Chemistry is included in the planning. Diplomas are issued to participants to increase support
 - Initiation of analysis of recruitment and bridging
 - Discussion of minimum quotients on study programmes - no recommendation about one's grade requirements, which means we can still have general minimum grades on individual study programmes.
- **Meeting in DSUR** (from agenda, SEP meeting). There are no minutes yet from this meeting.
 - Discusses adjustments in education portfolio
 - Discusses candidate reform.
- **Meeting in ULM** (SEP meeting)
 - Discussion of AAU Microcredentials (if included in study programmes)
 - Bad system support if we write that it is mandatory
 - We need to consider how to handle tests and evaluation of the MC
 - Important for the learning that it is possible to make mistakes
 - The MC final quiz is not cheating proof!
 - Recommendation -> make it a recommendation and test abilities at the exam
 - SEEM – positive feedback, difficult to match mentees with mentors, however this was not in the Energy department.
 - 4-year Industrial Masters – request for feedback
This is a requirement from the government, a certain percentage should be 4-year industrial master's. Please see below: Discussion about 3-year industrial master's.
- **Diploma versus academic bachelor (information from the Dean)**
About diploma versus bachelor study programmes. They must be more different. The prodean is suggesting that we modify the project modules – and maybe we can still let bachelor and diploma students work in the same groups.
- **Approved a greater "clean up" of the electives on 9th semester.** There has been a major revision of the department's elective catalogue; some had not been revised for a while.
- **There is (yet again?) election for the study board for both VIP and Students this autumn.** More information will come soon.
- **HEARING on the new executive order on censorship**
- **HEARING on the draft for changed law on virtual exchange**
- **HEARING education guide**
ALL will proceed with this and align with Aalborg/the diploma. One minor change from Rokas: CCUS carbon capture utilization and storage is added.
The hearings are approved.

5. Approval of study curricula

- There has been a revision of the 3rd semester electives (master's). Please also see above.
 - Approval of the new master's is still pending.
 - No comments from the study board
1. Minor update of Realtime systems and graphic programming languages
Changes approved. ALL to inform TAK, GHC. Action Point.
 2. Micro credentials in study curriculum (AIE2 project)
TYPE OF INSTRUCTION:
Problem based and project-oriented project work in groups. The project can be discipline oriented, interdisciplinary or be a part of a multi-disciplinary project dependent on project choice
The project work is documented in a P2 project report and participation in a presentation seminar.
Students should take and pass a AAU-micro (microcredentials) course on C/C++ programming

Proposal for new text:
To support the learning goals of this module, an AAU Micro (microcredential) course is offered on C/C++ programming. Students are strongly encouraged to complete this AAU Micro as part of the project work.



Proposal accepted.

6. Memorandum of understanding for Campus Esbjerg

The background for this memorandum is the fact that there are very few students for Energy, Mechanical Engineering and Build, so we need to do something. We will change the language to English and brand Esbjerg as an international campus.

What do you students think?

Comments:

- There are lots of international students already
- Sometimes there is a lack of bridging between Danish and international students, maybe this will help
- All in all, positive feedback from students.

Discussion about 3-year industrial master's

As an industrial master you will be employed at a company at the same time as you study. The company will fund you and you will receive no SU. As we have a strong industrial inclusion of companies' projects in Esbjerg, this is where the Dean wants to begin. We will keep the study programmes we have and add new parallel ones.

The length of the industrial master's is still being discussed, but it will be implemented from 2028.

Comments from the students:

- This is a good idea considering that students always try to find jobs – working with company related to your education would be good.
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- We need strict rules about the hours the students can work.
- What about APEL? This would be suited if we look at the whole of Denmark, not just Esbjerg. However, it is expected that Vestas and Siemens will expand in Esbjerg and start building wings there.

The Energy Engineering study programme can be advantageously offered as new flexible professional master's degree programs (part-time degree program taken alongside employment. Completed with salary instead of SU)?

No comments to other possibilities (Bullet 2-5, slide 12)

There are still a number of issues to be discussed, e.g. the use of academic software, which the company will have to provide. Also, NDA and restrictions on visas should be considered. Students will require both work and student visas at the same time.

7. Minutes of semester group meetings

No meetings have been held.

8. Guidelines for the use of ChatGPT and other generative AI-systems

[AAU web site](#)

There is a web site about the use of AI, and a mail has been sent to all students: "Avoid exam cheating and plagiarism."

However, students are already using ChatGPT to rewrite text for projects. This is difficult to detect, and it is NOT allowed. AI can also be used to correct programming code and thereby be used to as a learning tool.

As stated in the mail about this meeting, you were invited to talk to your fellow students. Also, please let us know how you use AI.



Do we need additional rules?

Comments:

- I use it for project proposals: ideas, code generation, checking of inconsistencies in report writing; also if there is something I don't understand.
- I use it extensively, and everyone uses it in a different way: for word application, macros of the manual parts, if I read research paper, type in latex, MATLAB – now just screenshot and generate. The interpretation and use of code – I have to do myself; so manual labour for ChatGPT and thinking for me, In other words, I use it to cut time on manual labour.
- The main focus of ChatGPT should be just that – it can do some things and humans can do other thing: Text writing should be done by students, but writing equation could be done by ChatGPT.
- The additional rules could say that reasoning/argumentation has to be done by the student. AI cannot be used to rewrite texts.
- We cannot make guidelines that are contradictory to the general guidelines.
- It is not permitted for example to generate text that is directly inserted into the project report, according to AAUs disciplinary rules.
- Maybe there should be a lecture in the autumn semester; explain what this is and give examples of how it should and should not be used at the university.
- Maybe a lecture/workshop, an open invitation? Maybe part of the library introduction?
- Also remember there is a microcredential on ChatGPT.

Conclusion: we will not make an additional guide but include it in the information

Follow-up: MMA has talked to Simon Pedersen; we will await that an AAU Micro within the use of re-generative AI is offered.

9. Registration of drop-out rates (Frafaldsregistrering)

MMA goes through the drop-out figures.

10. Reasons for drop-outs (Data for udmeldelsesbegrundelser)

MMA goes through the reasons; there is nothing alarming.

11. Denmark's survey of studies (Danmarks studieundersøgelse 2023)

The Strategic Education Council and the Study Environment Council gave their nod in February 2023 that AAU's internal study environment survey should cease and be replaced by the similar survey in Denmark's Study Survey. Therefore, Denmark's Study Survey has become even more important to us than before. In order for the survey to give us valid results to work with, it is important that we achieve high response rates. It is therefore of great importance that the entire AAU supports the survey, and makes it clear to the students that their answers are important.

The departments are therefore asked to ensure that, in the teaching context, time is set aside in the timetable for the students to answer Denmark's Study Survey. The survey takes approx. 30-35 minutes of answering.

How should we do this?

Conclusion: this should be included in the semester group meetings. Action point for ALL: send this to the study secretaries to include this as an item (after 23.10.2023).

12. Evaluation of annual initiative about well-being and retention (Den opsøgende indsats)

MMA goes through the figures.

13. Items for next meeting's agenda

Please see action points below.

14. Exemptions to be discussed

- Specific application of exemption to be decided by the Study Board – see below.



- General exemption to deregistration rules in connection with taking semesters again (follow-up after hearing before the summer holidays) – to be postponed until next meeting (due to lack of time)

There are two specific applications that MMA would like to discuss with the study board.

1. Application for extraordinary exam
A student wants an extraordinary Exam in a 6 semester course. If he does not get this, he can only register for 30 ECTS on the master before he passes that exam.
Application rejected.
2. Application to exemption for sixth attempt at exam
The study board discusses this case and would like to hear the teacher's comments.
*Follow-up: After the meeting, MMA and ALL have found out that this is not possible as this would mean that we include academic ability in our ruling.
Therefore, MMA has initiated a hearing in the study board. We await the result.*

15. Approved exemptions and credit transfers

MMA goes through the list.

16. AOB

- Nothing from MPN.
- Vishnu – as the new master's degree will be delayed, maybe someone could participate in the first semester group meeting to inform about this. Action point for MMA to either participate or ask DOA.
- Info screen bullets: MMA to prepare bullets this time. Should be included in the AOB from next meeting. Action Point ALL

Action points, incl. responsible people – Study board meeting 20.09.2023

Headline

- Minor update of Realtime systems and graphic programming languages
Changes approved. ALL to inform TAK, GHC. Action Point.
- ChatGPT: we will not make an additional guide but include it in the information. Action point for MMA.
- Denmark's Survey of Studies (Danmarks studieundersøgelse 2023). This should be included in the semester group meetings. Action point for ALL: send this to the study secretaries to include this as an item (after 23.10.2023).
- Information about new master's degree. as the new master's degree will be delayed, maybe someone could participate in the first semester group meeting to inform about this. Action point for MMA to either participate or ask DOA.
- Info screen bullets: MMA to prepare bullets this time. Should be included in the AOB from next meeting. Action Point ALL and MMA