



AALBORG UNIVERSITET

Study Board for  
Chemistry and Bioscience

### Minutes from Study Board meeting on Wednesday 12.11.25 at 13.00 in Aalborg og Esbjerg

**Present from Aalborg:** Mads Koustrup Jørgensen (MKJ), Majken Pagter (MP), Lars Haastrup Pedersen (LHP), Anders Emuel Olsen (AEO), Nicklas Bjørnmose Dupont (NBD), Ejnar Bach Rasmussen (EBR)

**Observers:** Clara Victoria Raunholt Ehlert (CRE), Ida Gjerulff Thomsen (IGT), Steffen Mariager Jensen (SMJ)

**Present from Esbjerg:** Morten E. Simonsen (MES),

**Cancellation/not present:** Niels T Eriksen (NTE), Bilal Ahmad (BA),

#### Agenda:

1. Approval of the agenda
2. Approval of minutes from meeting 08.10.2025
3. Student applications (confidential)
4. General information
5. Discussion
6. Curricula
7. Quality assurance
8. Budget

#### 1. Approval of the agenda

#### Action

<p>After the agenda was circulated, the following items were added:</p> <p>3g) Third reconsideration of the case concerning special examination conditions, appendix 25-152</p> <p>4b) Project examination schedule for Esbjerg, January 2026, appendix 25-153</p> <p>4c) Input from students in the Department Council regarding the physical study environment, appendix 25-154</p> <p>The items will be reviewed in a different order: item 7 will be taken first, followed by item 3f, as Steffen will participate in these discussions.</p> <p>Agenda approved.</p> <p><b>The items marked in red were not addressed during the meeting and will be discussed at the next Study Board meeting in December.</b></p>	
---	--



## 2. Approval of minutes from meeting 08.10.2025

<p>Comment regarding the election to the Study Board. Prior to the last Study Board meeting, there were no candidates in Esbjerg – there are now two nominated candidates, so the position in Esbjerg will be contested.</p> <p>Minutes approved.</p>	
---	--

## 3. Student applications (confidential)

<p><b>a) List of application cases processed since the last Study Board meeting, appendix 25-123</b> Acknowledged.</p> <p><b>b) Application for exemption from the study inactivity rules, appendix 25-124</b> The Study Board grants an exemption on the grounds of documented illness.</p> <p><b>c) Application for exemption from the study inactivity rules, appendix 25-125</b> The Study Board grants an exemption on the grounds of documented illness.</p> <p><b>d) Application for exemption from the attendance requirement, appendix 25-126</b> The Study Board rejects the application for exemption, as it finds that there are no exceptional circumstances.</p> <p><b>e) Application for a sixth examination attempt, appendix 25-127</b> The Study Board rejects the application for exemption, as it finds that there are no exceptional circumstances.</p> <p><b>f) Briefing on delayed students</b> Overview of delayed students, appendix 25-128 Delayed students E25, appendix 25-129 SMJ: This is a comprehensive list of delayed students. For the red and blue categories, there is a slight increase in the number of delayed students. There are more students in the spring due to those writing extended theses also appearing on the list. Students in the red category are invited to a specific meeting with Lars; those in the blue category are offered the opportunity to book a meeting with Lars.  LHP: This means that approximately 84 students (the red and yellow categories – the blue category has received a control letter) will be invited to a meeting with me. I expect that, prior to this, they will have prepared a study action plan with our student counsellors.</p> <p><b>g) Third reconsideration of the case concerning special examination conditions, appendix 25-152</b> The Study Board upholds its previous decision, meaning that the student is granted partial approval for special examination conditions.</p>	
---	--



4. General information

<p><b>a) Examination schedule for the Spring semester 2026</b></p> <p><b>a. Examination schedule for ordinary examinations in Aalborg, appendix 25-130</b>          (Project submission: 29 May; Master’s theses: 1 June)          NBD: Examinations for the 2nd and 4th semesters should ideally not be scheduled on the same day – could it instead be the 2nd and 6th semesters? ABIO is currently scheduled on the same day as a 4th-semester course.          AEO: Students receive the examination schedule at the beginning of the semester, so they can decide early which examination to take during the ordinary period and which to defer to the re-examination period.          LHP: Colloid Chemistry should be moved to 18 June.          NBD: Suggests creating a new overview/template for examinations to reduce overlap.          AEO: Requests that the supra-examination be moved to either 2–3, 3–4, or 8–9 June for both.</p>	LHP/LKII
<p><b>b. Examination schedule for re-examinations, August 2026, appendix 25-131</b>          AEO: Requests that IPM and NMR and MS re-examinations be scheduled with more days in between.          NBD: General Biology is scheduled on the same day as other examinations, which may cause overlap during the re-examination period. ABIO is scheduled on the same day as MCB.          There is a risk that some students may need to attend both examinations during the re-examination period.</p>	LHP/LKII
<p><b>c. Note from the study secretaries regarding the examination schedules, appendix 25-132</b></p>	
<p><b>b) Project examination schedule for Esbjerg, January 2026, appendix 25-153</b>          MES: It does not appear feasible to schedule project examinations earlier, as course examinations take place during this period, and at least 14 days are required to conduct all project examinations.          Approved.</p>	
<p><b>c) Input from students in the Department Council regarding the physical study environment, appendix 25-154</b></p>	

5. Discussion

No items on the agenda.	
-------------------------	--

6. Curricula

No items on the agenda.	
-------------------------	--

7. Quality assurance

Processing of semester reports (evaluation of Spring 2025):	
---	--



**Overview of received semester evaluations for Spring 2025, appendix 25-133**  
**2nd semester Bachelor, Esbjerg, appendix 25-134**  
**6th semester Bachelor, Esbjerg, appendix 25-135**  
**2nd semester Master's in Bioengineering, Esbjerg, appendix 25-136**  
**6th semester Bachelor in Biology, Aalborg, appendix 25-137**  
**2nd semester Master's in Biotechnology, Aalborg, appendix 25-138**  
**3rd–4th semester Master's in Biology, Aalborg, appendix 25-139**

Discussion of evaluations with students:

**Points of attention for Spring 2025, appendix 25-140**

**SMJ:** Lack of feedback to students. The Head of Studies would like the Study Board to be more involved.

It is possible to send a message to participating students via Survey Exact, including a link to the website with the evaluation results.

**EBR:** Another option could be to use the information screens.

**NBD:** Feedback could also be provided during semester group meetings regarding specific points previously raised.

**EBR:** The semester coordinator could inform students at the start of a new semester about what was raised in the previous semester and what actions have been taken.

**NBD:** Feedback via Survey Exact would fulfil the Study Board's obligation, even if few students click through to read the evaluation.

**LHP: Good concrete suggestions: the semester coordinator should provide feedback at the first semester group meeting of the following year and send a link to students who participated in the Survey Exact survey.**

LHP

**Additional topic: student density in group rooms.**

**NBD:** Students should receive clear information about the number of group rooms available compared to the number of students/groups, to understand why there are not enough rooms for everyone.

**AEO:** The issue arises during peak periods when all students need a room. More rooms cannot be provided, but communication about the need for flexibility in scheduling could encourage creative solutions.

**NBD:** Understanding improves if students know the scale of the issue and that financial constraints prevent adding more rooms.

**LHP: We can provide an overview of the number of rooms and groups to create transparency.**

LHP

**AEO:** It could also help if students know the actual cost of adding more rooms.

**MP:** Important that the Head of Studies and the local committee understand how much this issue appears in evaluations.

**AEO:** A student should probably be included in the local committee.

**SMJ:** The local committee has no influence on the number of rooms; this is decided by management.

**MKJ:** Group size rules could be stricter, e.g., requiring six students per group instead of three or four.

LHP



<p><b>NBD:</b> Consider reconfiguring rooms with partitions to accommodate more groups.</p> <p><b>Study workload</b></p> <p><b>SMJ:</b> Study workload – students feel it is unevenly distributed across semesters. Suggestion: courses ending with an exam before the next course begins.</p> <p><b>NBD:</b> Many lectures are concentrated at the start of the semester. Could they be spread out?</p> <p><b>LHP:</b> This reduces continuous project time.</p> <p><b>SMJ:</b> The same modules tend to cause workload issues year after year.</p> <p><b>AEO:</b> Review courses that are consistently challenging for many students.</p> <p><b>CRE:</b> Some programmes use continuous written assessments to avoid all exams being in January. Exam format could be reconsidered.</p> <p><b>NBD:</b> Spreading the semester could allow more flexibility for projects and room use.</p> <p><b>EBR:</b> Prefers concentrated project time over spreading courses.</p> <p><b>MKJ:</b> A middle ground could help; currently, projects start late in October after most of the lectures are finished.</p> <p><b>CRE:</b> After experiencing the first partial exam in Basic Organic and Physical Chemistry, I think exam type matters – written exams require more preparation. It is helpful to have one exam completed early.</p> <p><b>NBD:</b> Supports Anders – written exams are harder and require more preparation than oral exams.</p> <p><b>AEO:</b> Oral exams allow explanation; written exams demand precision without room for clarification.</p> <p><b>Summary on workload:</b> Find a balance between course scheduling and project time; consider placing some exams during the semester and review exam formats.</p> <p><b>EBR:</b> Mainly biology students report this as an issue.</p> <p><b>LHP:</b> Biology evaluations are not as high as other programmes.</p> <p><b>NBD:</b> Students request more fieldwork and practical teaching.</p> <p><b>CRE:</b> Current teaching is too theoretical.</p> <p><b>MP:</b> Fieldwork exists in projects on 2nd, 5th, and 6th semesters, but students may find it insufficient. Summer courses were previously discussed but not approved.</p> <p><b>LHP:</b> There is a need for more hands-on teaching, e.g., short fieldwork sessions for all students.</p> <p><b>MP:</b> Is this needed in both courses and projects?</p> <p><b>NBD:</b> Mainly in courses to improve understanding.</p> <p><b>MP:</b> Seasonal limitations (May–September) apply, but summer courses could help.</p> <p><b>LHP:</b> Will explore the possibility of summer courses.</p> <p><b>SMJ:</b> Comment regarding Biochemistry exam – Steffen will investigate further.</p> <p><b>LHP:</b> Comment on courses in Esbjerg reviewed for the upcoming curriculum revision.</p>	<p>LHP</p> <p>SMJ</p>
--	-----------------------



<p><b>MES:</b> Wishes for quick implementation. <b>LHP:</b> Will check how soon this can be implemented.</p> <p>Evaluation of study activities Spring 2025, appendix 25-141 Evaluation of study activities Spring 2025 – Semesters and projects, appendix 25-142 Evaluation of study programmes Spring 2025, appendix 25-143</p> <p>Evaluation of Study Start 2025 – Bachelor and Diploma, appendix 25-144 Appendix to the evaluation of Study Start – Bachelor and Diploma, appendix 25-145 Evaluation of Study Start 2025 – Master’s, appendix 25-146 Denmark Student Survey 2025, appendix 25-147</p>	LHP
--	-----

**8. Budget**

<p><b>a) Study Board grants – updated, appendix 25-151</b></p>	
--	--

Louise Kiilerich Pratas  
Referent

\*AI was used for translation of the minutes from Danish to English.