



## Minutes from Media Technology Study Board Meeting 2021.12 Aalborg, Wednesday, December 8, 2021

### Present members:

Claus B. Madsen (CBM)  
Jesper Rindom Jensen (JRJ)  
Rodrigo Ordonez (RO)  
Olga Timcenko (OT)  
Niels Christian Nilsson (NCN)  
Jacob Uhrskov Noer (JUN)  
Hector Thøgersen (HT)  
Stefan Nordborg Eriksen (SNE)  
Lukas Bisgaard Kristensen (LBK)

### Secretaries:

Anne-Marie Rasmussen (AMR)  
Signe Sølgaard Garp (SSG)

### Present non-members:

Mikkel Gede Hansen (MGH), observer, study counselor  
Daniel Claes Thiesen (DCT), observer, LID student

### Absent:

Hjalte Drejer Jørgensen (HDJ)  
Henrik Schønau Fog (HSF)  
Hamzah Ziadeh (HZ)  
Alexandru Cristian Chiritescu (ACC), observer, study counselor  
Daniel Kierkegaard Andersen (DKA), observer study counselor  
Jeppe Paaske (JP), observer, study counselor  
Nis Ovesen (NOVE), observer

Agenda
1. Approval of agenda and minutes from last meeting
2. Information from the Chairman
3. Information from the Vice chairman <ul style="list-style-type: none"><li>Information from AAU council meetings</li></ul>
4. Status on the action plan from meeting no. 2020.
5. Study plan revision and self-evaluation <ul style="list-style-type: none"><li>Medialogy BSc.</li><li>Medialogy MSc.</li><li>Sound and Music Computing MSc., AAL</li><li>Sound and Music Computing, MSc., CPH</li><li>Service System Design MSc.</li><li>Lighting Design MSc.</li></ul>
6. Semester coordinator liste, spring 2022
7. VIP performance
8. "Censorformandskabernes årsberetning" Ingeniørcensorformændenes årsrapport 2020-2021
9. Semester group meeting minutes, fall 2021
10. Study environment – offensive behaviour and discrimination
11. Evaluation of educational programs <ul style="list-style-type: none"><li>Medialogy BSc. and MSc.</li><li>Sound and Music Computing MSc.</li><li>Service System Design MSc.</li><li>Lighting Design MSc.</li></ul>
12. Any other business



## 1. Approval of the agenda and minutes

**Approval of agenda:** Approved

**Approval of minutes from the previous meeting:** Approved

## 2. Information from the Chairman

To avoid clashes with the "DRU" meetings in 2022 (the advisory board for the TECH dean), we have rescheduled the December meeting to December 14.

No further information.

## 3. Information from the Vice chairman

Information from AAU council meetings:

08.12.21: The vice chairman is taking part of the DRU meeting and is absent today.

No further comments to this topic.

## 4. Status on the action plan from meeting no. 2021.11

### Discussion topic: Required hand-ins and DADIU examination

CBM and HSF will arrange a meeting and look at the DADIU material

CBM will initiate a working group for the POSEO material

13.10.21: Not handled yet. The students would like to be informed about project hand in requirements. AMR has asked Inaam to send the former DADIU process description during this meeting.

11.11.21: Inaam has informed the students about project hand in requirements. The DADIU and POSEO meetings are not initiated yet.

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

### Semester and teaching evaluations, spring 2021

The mail with the survey was not optimal. See picture in the teams room for this meeting. AMR will send it to Anne C.

08.12.21: It is handled. Anne C and Nove will figure a way to improve the survey next time.

**To be removed from the action plan.**

MED4C SER 2021: A challenged semester.

CBM will consider if we need to arrange a meeting with the coordinator, study secretary, sectionleader and HJD to focus on the spring 2022 semester.

08.12.21: The coordinator has agreed to have a meeting with the semester group and the study secretary before MED6 semesterstart in February 2022. NCN will contact them with feedback as well. **To be removed from the action plan.**

MED6C SER 2021: Students lack information regarding MT master possibilities.

CBM will contact relevant coordinators regarding Master presentations in general.

08.12.21: CBM has been in contact with the MED6 coordinator and it is agreed that there will be a presentation in the beginning of 2022. **To be removed from the action plan.**



MED6A TER 2021: Lacking external collaboration and Survey question 8 needs focus. CBM will inform the coordinators, that it is important with external collaboration. CBM will contact NOVE and Anne C. to inform that we would like to change the survey regarding question 8. The study board cannot measure anything with the replies. 08.12.21: This topic will be handled during the topic with evaluation of educational programs. **To be removed from the action plan.**

### **Semester group meeting minutes, fall 2021**

Med7A SGM1 2021:

Issues with the MLMT course. Especially the TA situation.

CBM will contact the teacher.

08.12.21: CBM has been in contact with the teacher. The teacher handled the issue during the lectures with more physical teaching. **To be removed from the action plan.**

The UXD course reflection is a bit confusing.

Lecture room and high drop-out rate from the teaching.

CBM will contact the teacher.

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

DCT asked for the minutes from Lighting Design.

CBM will contact Lighting Design coordinator/secretary to hear when we can expect to handle the LID minutes.

08.12.21: It is handled. There were some misunderstandings regarding who does what. We have now received two minutes from LID. **To be removed from the action plan.**

## **5. Study plan revision and self-evaluation**

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

The new study plans are handed in before November 15. We have received a mail regarding minor topics that needs focus; translation of topics, pre-requisite text that needs editing. Nothing of an educational or technical focus. We have made the minor changes, and returned the modules and study plans this week.

We expect to see the new study plans in the beginning of the new year.

**Action:** ssga and amr will prepare pdfs with the new study plans to be visible for the study board members as soon as possible.

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



## 6. Semester coordinator list, spring 2021

We have some minor changes compared to last year.

- MED2A will be Markus Löchtefeld
- LID8 will be Mette Hvass
- LID10 will be Ellen K. Hansen
- MED8C will be OT

The study board approves the list.

## 7. VIP performance

CBM presented this topic without attachments. The students in the study board have previously noted that some VIP staff seems to work harder than others.

AAU is a research institution with compulsory teaching. The VIP performance is described in a document to which all VIP in the department have been introduced. In the document it is stated how much performance it is expected by all types of VIP employees. E.g. as an associate professor you are obliged to work 50% with teaching and 50% with research and administrative tasks.

As a study board chairman the work is approximately 500 hours per year applying for external funding. Besides that the chairman must produce 2-3 publications in average per year. That means as a VIP you can be very busy doing a lot of other things than just teaching and supervising.

JUN – During the last year it has come to some of the students attention. For instance it is why Ali Adjorli was nominated as teacher of the year. To show how important it is to appreciate the extraordinary efforts that Ali has made.

CBM: The student representatives from the study board could with benefit approach the semesters and inform about the process, when it is started. It is common that we do not receive that many nominations.

OT: It has been challenging that teachers of the year the last three times actually were fired.

We had a debate about when and how to nominate Teacher of the year.

**Topic for the February meeting:** AMR will add "Teacher of the year" as a topic in the February meeting in 2022.

## 8. "Censorformandskabernes årsberetning", Ingeniørcensorformændenes årsrapport 2020-2021

To this topic there is an attachment. It is about general information from the "censorformandskab". We can see that they have debated a new grade list.

JRJ: Several students have in the exams in this period responded that online exams were not particularly appropriate. However it is not possible to see, how many students responded.

CBM: It is actually exciting to see what consequences we will see in the future. It is clearly important to follow the debate.

OT: Has started flipped classroom 7-8 years ago. And it is terrible. It is hard to do discussions online.



SNE: Both examiner, censor and students are fairly good at adjusting, but there is clearly a difference in how online teaching were handled. Some teachers are better at it than others. Use of breakout rooms, breaks, active exercises, dialogue and well-structured work etc. Faculties and studies in departments should share experiences.

We have looked at the report, and has not found anything further to comment.

## 9. Semester group meeting minutes, fall 2021

### AAL

- MED1A SGM2 2021: Good feedback regarding Game Jam. No further comments
- MED3A SGM3 2021: Coordinator will contact MED4 coordinator regarding group forming. No further comments.
- MED5A SGM2 2021: Obviously a need to hear about RAT examination. It is handled. Study environment regarding floors in the Create building. It is decided to decorate each floor at a time, due to economics. No further comments.

### CPH

- LID7 SGM1 2021: No comments
- CBM: Have previously funded student trips. We are not aware if it is possible anymore.  
**Action:** CBM will ask Nove if we can fund student trips.
- LID9 SGM1 2021: No comments.
- MED1C SGM2 2021: No comments. JUN notes that there are comments regarding TA´s, but it seems to be handled in the next meeting minutes.
- MED1C SGM3 2021: See previously meeting comments. No futher comments.
- MED3C SGM1 2021: No comments.
- MED5C SGM1 2021: Better structure in the teaching in the CGP course. It has been a challenge as the course is taught from Aalborg. Hopefully it will be better next year.
- Material and equipments for projects per group. Supervisor should be aware of how many money can be spent. Is it above kr. 500,00 the coordinator should be contacted, is it is a departmental matter.
- MED7C SGM3 2021: There has been a small debare about specializations and what impact they have in the project work. Stefania Serafin is informed regarding mixed groups. No further comments.
- SMC7 SGM3 2021: No comments.

We had a debate about how to handle semester group minutes. It is important that the coordinator uses the topic: action for study board, if anything needs to be handled in our meetings.



## 10. Study environment – offensive behavior and discrimination

Attached to this topic we find documents regarding study environment. The information is both regarding students in both Aalborg and Copenhagen.

RJR: A question came up. Did the student approach anyone at AAU with the problem? If no. Why not? Is it because you do not know whom to contact?

CBM: In the Create study environment there are small posters on the pinboards. The posters guides the students where to go, if they have input to the study environment. Maybe we could do the same with this topic.

We decide to act to promote this in the near future.

**Action:** The secretariat will contact NOVE and the communication department regarding a campaign for offensive behavior and discrimination.

## 11. Evaluation of educational programs

The evaluation is created based on the "datapakker" that are attached to this topic. In the beginning of the reports you can find a summary in the text about the parts of the reports, that needs focus. All focus topics (opmærksomheds punkter) were mentioned in particular we had debates about the following:

### Medialogy, BSc and MSc

Focus area BSc Medialogy AAL:

- Drop out figures are too high

Focus areas BSc. Medialogy CPH:

- Drop out figures also high
- The grades are higher compared to AAL

Focus areas MSc. Medialogy AAL:

- Drop out figures also a bit too high
- Employability needs focus

Implementation of the new Medialogy study plans from 2021 (B.Sc.) and 2021 (M.Sc) we expect that the abovementioned challenges will improve. It has been a major part of the construction work.

Focus areas MSc. Medialogy CPH:

- Requitment: Less students with legal right (former Medialogy bachelor students)
- Drop out figures
- Allocated time on a weekly basis is too low
- Average grades are higher compared to AAL
- Part of the filed thesis reports that are made with external collaboration with the industry are unsatisfactory.



We will primarily work with these topics to see if we can improve from focus area to satisfaction.

The study board has no further comments regarding this report.

### **Sound and Music Computing, MSc**

Focus areas:

- Low intake figures
- Drop out figures are too high
- Employability figures are too high

There seems to be some insecurity about the figures, as it is not seen in this program before. This is why it needs extra focus in the future.

We have also had some questions regarding project work in collaboration with a company, as it is not visible in the data package or when the students hand in projects in Digital Exam. This will have our focus in the future.

The study board has no further questions regarding this report.

### **Service System Design, MSc**

Focus areas:

- Drop out figures (current year + 1 year)
- Employability figures are too high

Employability figures can be high if we have many students from abroad. Or many students poor at getting a job.

The study plan will need some extra focus next year.

SNE: A comment regarding "dagpenge". The graduated students will only get "dagpenge" in 18 months – it is possible to see that it has some influence.

The study board has no further comments to the report.

### **Lighting Design, MSc**

Focus areas:

- Intake of students and the employability of the graduated students
- Scientific communication seems to be a bit unclear
- And the students use fewer hours per week than recommended

JRJ: In the reports it is mentioned something about development of the teaching and the supervision is too low.

CBM: It means for sure that there has been a major use of external lectures in the teaching. It will change in the future.

The study board has no further comments to this report.



## **12. Any other business**

SNE: It seems that there are no student representatives in the study board from Aalborg campus from next year. If it is possible maybe we should have student observers from Aalborg in stead.

The study board appreciates student observers from AAL, if it is possible to find any that volunteers.

Merry Christmas and happy new year.





## **Actions:**

### **Discussion topic: Required hand-ins and DADIU examination**

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08.12.21: Not handled yet.

### **Semester group meeting minutes, fall 2021**

The UXD course reflection is a bit confusing.

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CBM will contact the teacher.

08.12.21: Not handled yet.

### **Study plan revision and self-evaluation**

ssga and amr will prepare pdfs with the new study plans to be visible for the study board members as soon as possible.

### **Semester group meeting minutes, LID7, SGM1**

A question about funding of student trips came up. We are not aware if it is possible anymore.

CBM will ask Nove if we can fund student trips.

### **Study environment – offensive behavior and discrimination**

The secretariat will contact NOVE and the communication department regarding a campaign for offensive behavior and discrimination.

## **Topics/actions to the next meeting agenda:**

- Study plan revision and self-evaluation
- Teacher of the year (February 2022 meeting)