Minutes

Subject:	Study board meeting – No. 2024.10
Date:	6 November 2024
Minute taker:	Tatiana K. Madsen
Participants:	Tatiana K. Madsen, Henrik Schiøler, Troels Bundgaard Sørensen, Jens Myrup Pedersen, Steffen Tidou Pedersen (CE), Anders Peter Bundgaard Kristensen (ES), Mathias Lykholt-Ustrup (ROB), Marie Hastrup Brisson (CCT), Ronja Katharine Pihl (PDP), Heidi Sørensen
Observer:	
Cancellations:	Thomas B. Moeslund, Peter Koch, Julie Holm Bengtsson (CYBER)

Agenda

1. Approval of agenda
2. Approval of minutes from meeting in October 2024
3. Education evaluation
4. Semester evaluation Spring 2024
5. Minutes from semester group meetings – Fall 2024
6. Dimittendundersøgelse
7. Evaluation of study start
8. Messages
9. A.O.B.

Minutes

Ad. 1. Approval of agenda

It was pointed out by ESN members that the material for the meeting is available on moodle very late, just a few days before. This makes it difficult to prepare for the meeting, since it is a large amount of material. TKM has explained that this is due to 1) some semester evaluation reports has been received by ESN very late; 2) currently ESN does not receive the required administrative support due to resource shortage in the study team. The situation should improve next year, in 2025.

The agenda was approved.

Ad. 2. Approval of minutes from meeting in September 2024

With minor changes, the minutes were approved.

Ad. 3 Education evaluation

Education evaluation schemes filled in by the graduates were discussed during the meeting. The conclusions presented by TKM have been approved. The detailed formulations of conclusions for each education can be found in Appendix 1.

Additionally, comments in the evaluations led to a number of minor action points:
Action point: COMTEK education group to discuss placement of OOP course. **Responsible:** TKM
Action point: After a revision, some health related courses has been modified at ROB bachelor. check whether ROB bachelor still gives admission to health technology master. **Responsible:** TKM, HS
Action point: ROB education group to discuss placement of introduction to ROS. **Responsible:** TKM

Ad. 4. Semester evaluation Spring 2024

Semester evaluation reports were discussed during the meeting. Some of the reports have not been received by ESN. A reminder has been sent and these reports will be processed on the meeting in December. The conclusions presented by TKM have been approved. The formulations of conclusions for each education can be found in Appendix 2.

Additionally, comments in the semester evaluation reports led to a number of minor action points:
Action point: for COMTEK Matlab is used in LA, without students have previous experience with it. They are used to python programming. TKM checks whether Intro to Matlab runs. **Responsible:** TKM

Cyber8: group dynamics and collaboration within groups were not always functioning well. This could be explained by a number of factors: 1) large group sizes up to 8 persons; 2) new supervisors without extensive experience , also with PBL model; 3) students coming with very different background. There is already a big focus on pedagogical development of supervisors via pedagogical courses for Assistant professors and intro to PBL courses. However, the situation at CYBER remains challenging due to a high increase in a number of students.

ES8: there has been some expressed a wish for better exam planning. However, giving a large number of elective courses and limited time for the exams and limitations in the lecture rooms, it is not possible to make a better schedule.

Ad. 5. Minutes from semester group meetings – Fall 2024

Minutes for the following semesters has been processed: ESD1, ESD3, ESD5, ROB1, ROB3, ROB5, CCT5, AVS7, ICTE1, ES7, ES9, ROB9. Semesters are going on as planned without any items brought to the ESN attention.

ES7: students have a possibility to select courses among multiple elective courses. It gave some challenges both for the students (slightly different information has been given about the procedure by the coordinator and course-holders), for course-holders (due to uncertainty in a number of students following courses), and for the study team (for planning and scheduling). The coordinator is aware of the challenge.

ES9: some uncertainty whether students writing a long-master thesis should join SEMCON. The solution is found by the coordinator.

Ad. 6. Dimittendundersøgelse

Evaluations from the alumni on a number of ESN educations have been received. They have been discussed during the meeting. The conclusions presented by TKM have been approved. The detailed formulations of conclusions for each education can be found in Appendix 3.

Generally, the alumni answers that their education is relevant for their job. None of the alumni has started own company. Most of them has a job in Denmark (however, it is unclear whether alumni working abroad have received a questionnaire). There was a limited number of alumni providing their feedback. No surprising comments or trends were found in the answers.

Ad. 7. Evaluation of the study start

Study start evaluation scheme shows that ESN students are happy with the study start.

- Some students comments that are receiving many information coming via different communication channels. However, this information is sent centrally to the students before September 1 and afterwards the communication with the students is taken over by the study team and it is via moodle.
- From the questionnaire it seems that the youngest students (under 19 y.o.) are the most unsure about information received. Our tutors should remember that students of different age might have different needs.
- It would be helpful to receive the info not only about the average grade, but also statistics on grade in math.

Ad. 7. Messages

- ESN has received an approval from the pro-dean to go on with the nomination to NN teaching award.
- We should remember that a representative from ESN should participate in the first semester group meeting on 1st year bachelor and master educations. This was not done this year.
- COMTEK students are asking who will be teaching Network Security course next semester. TKM will speak with OA:

Ad. 8. AOB

None

Appendix 1. Conclusions on education evaluations.

- **EIT6**: 6 alumni have filled in the questionnaire. According to their response, the program has lived up to their expectations and is of high academic quality. No changes or action points are planned based on the received response.
- **COMTEK6**: 7 alumni have filled in the questionnaire. According to their response, the program has lived up to their expectations and is of high academic quality. No changes or action points are planned based on the received response.
- **ROB6**: 4 alumni have filled in the questionnaire. According to their response, the program has lived up to their expectations and is of high academic quality. Though some elements of the program feel to be fragmented and incoherent. Some alumni question whether modules related to Health technology are necessary for the program, given that a separate bachelor education in Health technology is offered at AAU. The received detailed comments are forwarded to the education group for considerations.
- **PDP6**: 1 alumni has filled in the questionnaire. According to his/her response, the program has lived somewhat up to expectations and is of high academic quality. This was the last graduates from the program.
- **CCT6**: 2 students have filled in the questionnaire, however they still have some modules to complete and thus they have not yet graduated the program. According to their response, the program has lived up to their expectations and is of high academic quality. No changes or action points are planned based on the received response.
- **ES10**: 10 alumni have filled in the questionnaire. According to their response, the program has lived up to their expectations and is of high academic quality. No changes or action points are planned based on the received response.
- **CE10**: 8 alumni have filled in the questionnaire. According to their response, the program has lived up to their expectations and is of high academic quality. No changes or action points are planned based on the received response.
- **ROB10**: 4 alumni have filled in the questionnaire. According to their response, the program has somewhat lived up to their expectations and the academic level is average. The received detailed comments are forwarded to the education group for considerations.
- **PDP10**: 2 alumni have filled in the questionnaire. According to their response, the program has lived up to their expectations and is of high academic quality. No changes or action points are planned based on the received response.
- **CYBER10**: 4 alumni have filled in the questionnaire. According to their response, the program has lived up to their expectations and is of high academic quality. A single student has replied that the academic quality is low. There is no further explanation; while according to other comments, the students are very happy about the program. No changes or action points are planned based on the received response.
- **ICTE10**: 2 alumni have filled in the questionnaire. No changes or action points are planned based on the received response.
- **DCLEAD10**: 4 alumni have filled in the questionnaire. No changes or action points are planned based on the received response.

Appendix 2. Conclusions on semester evaluation reports

- ESD4: ESN does not have any additional comments to the coordinator's conclusions.
- EIT6/COMTEK6: ESN does not have any additional comments to the coordinator's conclusions.

- COMTEK2: ESN does not have any additional comments to the coordinator's conclusions.
- COMTEK4: ESN does not have any additional comments to the coordinator's conclusions.
- CCT2: ESN does not have any additional comments to the coordinator's conclusions.
- CCT6: ESN does not have any additional comments to the coordinator's conclusions. Based on the comments received from the students during and after the semester, an adjustment in the curriculum is proposed by the education group and it has been approved by ESN in September 2024.
- ROB4: ESN does not have any additional comments to the coordinator's conclusions.
- CE/NDS8: ESN does not have any additional comments to the coordinator's conclusions.
- CE/AVS8: ESN initiates revision of the curriculum for the Fundamentals of Acoustics and Sound course adding more AI and digital signal processing in the course content
- CYBER8: ESN does not have any additional comments to the coordinator's conclusions.
- ES8: Based on the received feedback, ESN has approved a minor change in the ES curriculum by defining a course module Networks and Systems as elective.
- ICTE2: ESN does not have any additional comments to the coordinator's conclusions.
- ROB8: ESN does not have any additional comments to the coordinator's conclusions.

Appendix 3. Conclusions on the alumni evaluations.

- E-diplom: 2 alumni have filled in the questionnaire. One has continued with a job the same place where he/she was in an internship. Internships are important for future job.
- Kommunikationsteknologi: 3 alumni have filled in the questionnaire. Relevant education and internships are important for future job. There is a high correlation between education and the job.
- PDP: 6 alumni have filled in the questionnaire. Relevant education, obtained competences and study job are important for future job.
- Control and Automation: 6 alumni have filled in the questionnaire. Relevant education, network and study job are important for future job.
- ROB: 18 alumni have filled in the questionnaire. Competences and internships are important for future job.
- VGIS: 3 alumni have filled in the questionnaire. Competences and internships are important for future job.