



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

**Minutes from Media Technology Study Board Meeting 2021.1
Aalborg, Wednesday January 13, 2021**

Present members:

Claus B. Madsen (CBM),
Jesper Rindom Jensen (JRJ)
Rodrigo Ordonez (RO)
Olga Timcenko (OT)
Jon Ram Bruun-Pedersen (JRBP)
Stefan Nordborg Eriksen (SNE)
Victor Stan (VS)

Secretaries:

Annette Erichsen
Anne-Marie Rasmussen

Present non-members:

Mikkel Gede Hansen (MGH), observer, study counselor
Daniel Kierkegaard Andersen (DKA), observer study counselor
Dimitra Hadji-Popovski (DHP), observer, student

Absent:

Eva Triantafyllou (ET)
Louise Dørr Nielsen (LDN)
Hamzah Ziadeh (HZ)
Sára Janácková (SJ)
Jeppe Paaske (JP), observer, study counselor
Alexandru Cristian Chiritescu (ACC), observer, study counselor
Marlene Geer Lomborg (MGL), observer, study counselor
Nis Ovesen (NOVE), observer

Agenda	
1	Approval of agenda and minutes from last meeting
2	Information from the Chairman <ul style="list-style-type: none"> • Goodbye to the student members that will not continue in the SB • New Study Board intranet Moodle page • Graduation ceremony 2021
3	Status on the action plan from meeting no. 2020.11
4	Study plan revision <ul style="list-style-type: none"> • Medialogy BSc. (AAL BSc 2021 attached) • Medialogy MSc. • Sound and Music Computing MSc., AAL • Sound and Music Computing, MSc., CPH • 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
6	Open house 2021 (student guidance)
7	Mandatory miniprojects (MGH)
8	Semester group meeting minutes, Fall 2020
9	Any other business



1. Approval of the agenda and minutes

Approval of agenda: Approved

Approval of minute from the previous meeting: Approved

2. Information from the chairman

Goodbye to the student members that will not continue in the SB

The election results are presented, and we say thanks to the students that will not continue in the Study Board.

The new members will be presented at the next meeting in February.

New Study Board intranet Moodle page

The new Moodle intranet site for the Study Board is activated. It will have a period of 2021 to 2025. The old Moodle site will also be available for some time.

Graduation ceremony 2021

The coming graduation ceremony dates for 2021 are official

CPH – June 28, 2021

AAL – June 29, 2021

3. Status on the action plan from meeting no. 2020.11

Course / project grade statistics

SSD7 SGM1:

CBM will invite JRBP, Hendrik Knoche and maby a few other people from the department to a meeting to look into having a PBL VIP in both AAL and CPH. They will also look at the dropout figures for the programs in general.

Not handled yet.

25.11.20: We had a debate about the PBL set up and what students are supposed to learn, group forming, supervisor role, PBL workshops and PBL dynamics. CBM would like to create a task force that could look into this matter. CBM and JRBP will talk about this after the meeting.

16.12.20: Not handled yet.

13.01.21: CBM has been in a telephone meeting with JRBP resently. It is very clear that JRBP has made a very good effort to avoid many students dropping out of the study. It could be clever if the department could name a few persons at 1st year in both AAL and CPH to have focus on this topic. The outcome of the meeting with JRBP was to prepare a letter for the head of study to provide him with all good ideas. This should count for both BSc. and MSc. students.

We had a debate about PBL and the effort.

One challenge is to get enough of the right students into our programs. And when we get them, then the next challenge is to keep them. The third and final issue is the employment possibilities for our students, when they graduate. **To be removed from the action plan.**



4. Study plan revision

- **Medialogy B.Sc. and Medialogy M.Sc. AAL** – the final study plan for the B.Sc. program is now approved by the dean. It is possible to find both the versions for AAL and CPH on this webpage www.studieordninger.aau.dk (choose 2021 version). We had a debate about teaching language. It is not set in stone that it is the right teaching language registered in the courses, but it is the head of section that informs the secretariat of the teaching language. One project module was pointed out as it seemed to lack some information regarding learning goals.
Action: CBM will check all project modules in the B.Sc. studyplan for 2021 to make sure that they have the right learninggoals and are similar.
- **Medialogy B.Sc. and Medialogy M.Sc. CPH**
- **Sound and Music Computing MSc. AAL**
- **Sound and Music Computing MSc. CPH**
- **Service System Design MSc.**
- **Lighting Design MSc.**

Nothing further to note.

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 presented the action plans for the selv-evaluation prior to the self-evaluation meeting with the pro-dean, head of studies and head of department. We looked at some of the actions. Especially we had a debate about booking of labs in the Create building. It seems that it is not well organized as it is right now.

ROD: It is a possibility to book Labs in Aalborg Ø.

CBM – it is important that the students inform the study board through the channels, if there are issues with lab booking or getting proper equipment for the projects.

Action: CBM will send a mail to the Spring coordinators and ask them to have focus on lab booking process.

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



6. Open House 2021 (student guidance)

Open house 2021:

Open House this year will take place in CPH on February 11, and in AAL on March 5. MGH stated that it is a bit of chaos right now. There has been a lot of contradicting mails regarding this recently.

CBM: The department is very focused on the low intake figures for Medialogy B.Sc. especially in AAL, so all help regarding this is needed. But it should of course be organized. We should have had a new communication staff person in CPH to help with this, but the person has got a new job and had stopped already recently.

We had a debate about the requirements for the B.Sc. programs, especially Danish level A.

DKA – the student guidance in AAL will soon prepare a presentation video for the open house day.

AMR replied DKA that it is important to contact MGL and Ingeborg as they have tried it before.

Action: CBM will contact NOVE and give him the impression that there are some confusion about arranging Open House activities as online events.

7. Mandatory miniprojects (MGH)

MGH has asked to have this topic in the agenda, due to frustration of many miniproject hand ins this semester. And the next part is that they are not graded in the exams. The focus from the students might drop.

CBM pointed out that we are not allowed to grade oral exams with written material. It is also stated in the study plan.

We had a debate about how the teacher gives focus on the miniprojects in the teaching and how it is communicated. Many teachers like this exam form as it gives the students good options to understand the theory.

CBM: It is possible to hardwire the idea of a mixed exam. Then the teacher could add the miniprojects in the exam format in the study plan. But we experience that many courses get new teachers and they would like to change the format. It is not easily done by changing the study plans every year.

We also had a debate about how many exams a student should have and also the workload.

It is also important to have focus on the hand in dates – and move them into the semester instead of in the exam period. A course is normally 5 ECTS and it corresponds to approx. 150 work hours. This should include lectures, preparation time and miniproject work. It is still important that the students get help with time planning and organizing the time that is not scheduled. It is also important that the hand in dates are scheduled properly in the schedule. Supervisors should also be more aware of the planning.

CBM: It is possible to see the ECTS break down in the course descriptions. Finally it is important that you are aware of the complaint possibilities at AAU.

We also had a debate about questions for miniprojects without relevance.

This topic stopped here as we ran out of time. However, we will bring the topic again in another meeting.



8. Semester group meeting minutes, Fall 2020

AAL

MED3A SGM3 – nothing for the study board to handle.

SNE – Perception course complaints still occurs in the minutes.

We had a debate about the Perception courses in general and how the time structure and exam format changed during the semester.

9. Any other business

SNE – question regarding changes in the organization, the faculty merger of Humanities and Social Sciences faculties.

CBM does not know more than the rest in the meeting, but would expect that the main focus could be related towards the future within research, education and economics.

More societies in technical educations, what does that mean?

CBM: It should not have any direct effect on us. It relates a lot to the mega projects. Even if the prorektor of AAU has got a new job, we will expect to see mega projects in the future.



Actions:

Open House 2021:

CBM will contact NOVE and give him the impression that there are some confusion about arranging Open House activities as online events.

Self-evaluation action plan / lab booking AAL

CBM will send out a mail to the Spring coordinators and ask them to have focus on lab booking process.

Topics/actions to the next meeting agenda:

- Study plan revision
- Self-evaluation action plan
- Mandatory miniprojects (in a future meeting)