

**Chairman**

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Minutes from Media Technology Study Board Meeting 2023.5 Wednesday, April 12, 2023

Present members:

Claus B. Madsen (CBM)
Cumhur Erkut (CER)
Olga Timcenko (OT)
Rodrigo Ordonez (RO)
Jesper Rindom Jensen (JRJ)
Mads Nyborg Jespersen (MNJ)
Lukas Gade Ravnsborg (LGR)
Frederik Hald Stappert (FHS)

Secretaries:

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

Present observers:

Kit Valentin (KV), observer MED student AAL
Jens Lindberg Hammer (JLH), observer, study counselor AAL

Absent:

Nis Ovesen (NOVE), observer
Niels Christian Nilsson (NCN)
Asger Arendt Langhoff (AL)
Atle Søbørg Nyhus (ASN), observer, study counselor CPH
Sofie Julsgaard Nielsen (SJN), observer, study counselor CPH
Doğa Gürler (DG), observer LID student

Minutes keeper:

Anne-Marie Rasmussen

Agenda		Enclosure
1.	Approval of agenda and minutes from last meeting	2023-5-1
2.	Information from the Chairman <ul style="list-style-type: none"> Kvote 2 admission 	2023-5-2
3.	Information from the Vice chairman <ul style="list-style-type: none"> Teacher of the year 2022/2023 process 	2023-5-3
4.	Status on the action plan from meeting no. 2023.4	2023-5-4
5.	Study plan revision <ul style="list-style-type: none"> Artificial Intelligence Engineering, B.Eng (https://studieordninger.aau.dk/2023/39/4355) Medialogy BSc. Medialogy MSc. Sound and Music Computing, MSc. Service System Design MSc. Lighting Design MSc. (<i>Change of elective courses – See attachment</i>) 	2023-5-5
6.	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. 	
7.	Evaluation of study activities (ESA), Fall 2022	2023-5-6
8.	Semester group meeting minutes, Spring 2023 Please read the ones from your own campus!	2023-5-7
9.	First year students with delay (BSc + MSc)	2023-5-8



10.	Coordinator list, Fall 2023	2023-5-9
11.	Any other business	
12.	Dispensations <ul style="list-style-type: none">• Information from the study board secretariat• Cases (2 info via mail)	

1. Approval of the agenda and minutes

Approval of agenda: Agenda approved.

Approval of minutes from the previous meeting: Minutes approved.

2. Information from the Chairman

CBM informed about the "Kvote 2" admission figures both for Medialogy and DAKI programs, regarding intake Fall 2023. We hope that the Kvote 1 figures will increase the intake figures significantly.

3. Information from the Vice chairman

Teacher of the Year 2022/2023 process has started. Poster is available on Moodle forums for all Media Technology students. The student representatives in the study board are asked to encourage fellow students to prepare nominations.

4. Status on the action plan from meeting no. 2023.4

Minimum admission requirements 2.0 for the 2024 intake

All master programs must make new, more specific admission requirements for the 2024 intake.

15.12.22: Not handled yet.

18.01.23: Not handled yet.

08.02.23: Not handled yet.

08.03.23: Not handled yet.

12.04.23: Not handled yet. CBM will start the process. Remains in the action plan.

Problems with streamed courses across campuses

CBM will contact Head of studies and Head of section (AAL+CPH) regarding this problem. Neither students nor teachers like the quality of the streamed courses across campuses.

12.04.23: CBM has contacted both Head of studies and Head of section with this topic. It is still important that both students and teachers evaluate this at the end of each semester.

To be removed from the action plan.



5. Study plan revision

- **Artificial Intelligence Engineering, B.Eng**
- **Medialogy B.Sc. and Medialogy M.Sc. AAL**
- **Medialogy B.Sc. and Medialogy M.Sc. CPH**
- **Sound and Music Computing MSc.**
- **Service System Design MSc.**
- **Lighting Design MSc.**

The study plan for the new Artificial Intelligence program is now online on AAU web. Link is in the agenda.

For your information the elective courses in Lighting Design have changed due to new study plans for both Medialogy and Service Systems Design. It is approved by the dean and changed in the relevant systems.

6. Self-evaluation action plan

- **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.**

Nothing new.

7. Evaluation of study activities, Fall 2022

CPH:

LID7

- Response rate: 10/16
- The semester appears to have run successfully, especially in terms of courses.
- Grade statistics look realistic.
- Some students air their frustrations concerning how to work in groups, functioning in groups, organize group work, write project report, etc. This is obviously a challenge for a study programme with such a broad student intake, and with so few students having an AAU Bachelor background. The Study Board is certain that the programme responsables are doing everything they can to make students' transition into the AAU PBL model as smooth as possible.

OT: We seem to have PBL challenges in general. CBM is aware of some of the challenges, and we should do something about it.

Action:

CBM will contact Head of studies regarding the PBL-challenges in the department.



LID9

- Response rate: 1/15 - extremely disappointing
- The semester coordinator did not provide any observations or conclusions on how the semester went, - maybe because student survey response rate was so low. But, there is the material from the semester group meetings The semester group meeting minutes do not follow the standard Study Board template
- The Study Board could be interested in some observations concerning the students' transition into thesis projects. How topics are chosen, how groups are formed (traditionally Lighting Design students tend to do thesis in 1-person groups), etc.

MED1C

- Response rate: 38/63
- The semester has suffered from some confusion and uncertainty due to problems with information flow to students, - problems that have natural explanations presented in the evaluation report.
- Students should be commended for putting effort into commenting constructively on the survey.
- Self-reported weekly workload low, - 60% work less than 40 hours per week.
- Generally, the semester seems to have run successfully despite communication challenges and coordinator appears to have clear plan for how to improve on those for next semester.

MED3C

- Response rate: 32/59
- Students should be highly commended for putting effort into commenting constructively on the survey.
- The semester is rated lower than usual, - 48% is respondents rate the semester less good or not good.
- The coordinator's evaluation does not really offer any analysis on why students rate the semester so low, or on how that might be improved upon for next year. Concluding that it was a successful semester does not seem to be in line with survey results.
- The Mathematics for Multimedia Applications course gets very negative feedback.
- The comments in the survey contains so much extremely relevant information that the Study Board recommends that the coordinator and the course teachers go through it in preparation for the next version of the semester.
- The grade statistic are extremely unrealistic for the project unit (34 out of 56 got 12)
- In general, it seems that the students have had a hard time returning to physical study after two years of Covid-19 restrictions.

MED5C

- Report not available. CBM will send a notice to head of section that we are missing this report.



MED7C

- Response rate: 10/27
- Grade distributions look very realistic and appropriate.
- The semester is generally rated quite high by the respondents.
- The evaluation report makes several references to uncertainty (amongst supervisors) regarding how to integrate the Machine Learning into projects, and how to weight it. The Study Board finds this very problematic – a topic that must be addressed, perhaps through exchanging experiences with colleagues both in CPH and AAL. It is extremely important to have a successful and realistic study plan, but equally important to follow it.
- The evaluation report also mentions difficulties integrating some courses into the project.

CE: The students seem to have chosen the wrong elective courses which gave problems with the project work later in the semester. E.g., lack of Machine Learning skills.

CBM: It is a problem that it is not stated directly in the evaluation report.

Action:

CBM will arrange a meeting with the MED7 coordinators and teachers from both AAL and CPH to address the issue with the themes of the elective courses this semester.

MED9C

- Response rate: 8/41
- The Study Board is very pleased to see the extent and breadth of internship on the semester.
- Only 1 student chose DADIU, which is entirely different to AAL, where the balance is very shifted towards DADIU (14) as opposed to internships (8).

SMC7

- Response rate: 4/11
- Grade distributions appear realistic and responsible.
- Students are generally pleased with the semester, courses, and project.
- The integration/embedding of the PBL module into the semester appears to have been challenged.

SMC9

- Response rate: 2/12 - abysmal
- The study board is concerned with the obvious lack of motivation to run the programme in view of it being shut down in its current form.
- The semester evaluation report is not carefully enough prepared to be of any real value.

SSD7

- Response rate: 13/25
- From the survey the semester appears to have been successful.
- Students should be commended for putting effort into constructively commenting on the survey.
- Coordinator's observations/recommendations for next semester give the Study Board confidence in steps being taken to continuously improve success of the semester.

SSD9

- Response rate: 7/36
- The semester appears to have been successful with students being in fulfilling internships.
- Coordinator's observations/recommendations for next semester give the Study Board confidence in steps being taken to continuously improve success of the semester.



AAL:

MED1A

- Response rate: 21/34 - pretty good
- The semester is generally well evaluated by the students.
- The grade statistics look relevant and realistic.
- Courses are very highly rated.
- The Study Board is pleased to see how the in-semester workshops have contributed to the energy of the semester.
- The students report a high number of working hours compared to former students in this semester.

MED3A

- Response rate: 21/25 - fantastic
- Students should be commended for putting effort into commenting constructively on the survey.
- Since this is the first time the semester is running according to a new study plan, difficulties could be expected. Integration between courses needs to be worked on.
- The Study Board has confidence in the observations and recommendations of the coordinators for the next version of the semester.

MED5A

- Response rate: 15/15 - 100% WOW.
- The semester is generally evaluated well by the students.
- The Rendering and Animation Technology course still struggles to achieve sufficient engagement from students and getting students to work with exercises/assignments on-site.
- The Study Board notices remarks concerning problematic group forming. The Study Board is highly aware of this topic and actually the whole University is debating pros and cons of different versions of group forming. The ambition level of the students is different, which often shows that the groups are made on beforehand.
- This is the last time this semester runs according to this study plan. Fall 2023 will be somewhat different and will pose its own challenges.

MED7A

- Response rate: 17/26 - very good
- Grade statistic appear realistic ... perhaps a little high on the project grades.
- There is a somewhat high variance in how the semester is evaluated by students.
- The Machine Learning for Media Experiences course get quite negative feedback.
- The Real-Time Computer Graphics course has too much overlap with MED5 courses... this problem will go away when the new B.Sc. study plan is completely phased on, but for fall 2023 steps need to be taken to alleviate this problem.

MED9A

- Response rate: 8/24
- The Study Board is slightly concerned with how many students chose the DADIU option (14/22); ideally it would be a more realistic split with internships ... internship should perhaps be better promoted to students.
- DADIU, at least in AAL, also suffers from productions teams basically being composed entirely of AAL Medialogy students, so no exposure to other types of students and backgrounds.



8. Semester group meeting minutes, Spring 2023

AAL:

MED2A SGM1	No comments.
MED4A SGM1	No comments.
MED6A SGM1	No comments.
MED8A SGM1	Group forming has been a challenge. No further comments.
MED10A SGM1	No comments.

CPH:

MED2C SGM1	No comments.
SMC8 SGM1	Challenges and expectations with enrolment on Moodle. No further comments.
LGR:	Message from the coordinator: It is a challenge that the minutes from the meetings are late before it is public.
SSGA:	This spring we have a team of study board secretaries in our department that are working on a new way to handle this. Both with new agenda and minutes templates and expectations and procedures regarding roles.

9. First year students with delay (BSc + MSc)

CBM informed about the 1st year students with delay. We have asked the general student guidance at AAU to handle the interviews this time. It is very often students that are challenged in terms of well-being, so it is much better that they do the interviews.

We had a small debate about differences between students in Aalborg and Copenhagen. Students in Aalborg often "only" lack to pass the courses. The students in Copenhagen often lack to pass both courses and project.

10. Coordinator list, Fall 2023

The coordinator list Fall 2023 was approved.

11. Any other business

Micro Credentials:

KV: Why is it no longer possible for us to use Micro credentials (batch) at AAU? It seems that the study board did not support the system.

Action: Regarding lack of Micro credentials CBM will investigate the case, as he had not heard anything about the problem.



Goodbye from RO:

RO has chosen to withdraw from the study board work as he is elected to another board under Department of Electronics and IT. The study board thanks RO for the time he has committed to the study board work.

12. Dispensations

- **Information from the study board secretariat**

None.

- **Cases (closed point)**

Two cases regarding 4 exam attempts.

Case 1 – we need a formulation from the student that we can base this on. The student will have two weeks to formulate this. If we cannot get a severe reason to base this on it will be rejected.

Case 2 – it is hard to locate a reason to base a dispensation on, despite the principle of proportionality. The exemption was granted; however, it was not unanimously.



Actions:

Minimum admission requirements 2.0 for the 2024 intake

All master programs must make new, more specific admission requirements for the 2024 intake.

Not handled yet.

15.12.22: Not handled yet.

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08.02.23: Not handled yet.

08.03.23: Not handled yet.

12.04.23: Not handled yet. CBM will start the process.

Evaluation of study activities, Fall 2022

PBL:

CBM will contact Head of studies regarding the PBL-challenges in the department.

Elective courses MED7:

CBM will arrange a meeting with the MED7 coordinators and teachers from both AAL and CPH to address the issue with the themes of the elective courses this semester.

Any other business:

Micro credentials:

Regarding lack of Micro credentials CBM will investigate the case, as he had not heard anything about the problem.

Topics/actions to the next meeting agenda:

- Study plan revision and self-evaluation
- Dispensations (last topic in the agenda)
- Annual report: Computer Science censor corps (May)
- Group size policy (May) OT will prepare a document.
- PBL Group Formation Processes (May)