



**Minutes from Media Technology Study Board Meeting 2024.3
Wednesday, April 3, 2024**

Study Board for
Media Technology
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Present members:

Claus B. Madsen, VIP AAL (CBM)
David Meredith, VIP AAL (DM)
Jesper Rindom Jensen, VIP AAL (JRJ)
Ali Adjorli, VIP CPH (AA)
Carlos Diaz, VIP CPH (CD)
Georgios Triantafyllidis, VIP CPH (GT)
Lukas Gade Ravnsborg, MED8 CPH (LGR)
Julius Ebenau Winther, MED8 CPH (JEW)
Joan Toribio Aquarales, SSD8 CPH (JTA)
Vanilla Riis Mortensen, MED4 AAL (VRM)

Secretary:

Anne-Marie Rasmussen (AMR)

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Present observers:

Trine Dalsgaard (TDAL), observer, secretary, quality assurance
Mathilde Maria Stanborough (MMS), observer, study counselor CPH

Absent:

Mads Nyborg Jespersen, MED4 AAL (MNJ)
Nicolai Reinhold Schøler MED4 AAL (NRS)
Jeanette Karina Ærengren (JKÆ), observer, study counselor AAL
Martin Tran Pham (MTP), observer, study counselor AAL
Sofie Julsgaard Nielsen (SJN), observer, study counselor CPH
Markus Löchtefeld (ML), observer, Head of Studies

Agenda		Enclosure
1.	Approval of agenda and minutes from last meeting	2024-3-1
2.	Information from the Chairman <ul style="list-style-type: none"> June Study Board meeting Dispensation 4th semester AAL, online censoring Employer panel 	
3.	Information from the Vice Chairman <ul style="list-style-type: none"> Teacher of the year 2023/2024 	
4.	Status on the action plan from meeting no. 2024.2	2024-3-2
5.	Study plan revision <ul style="list-style-type: none"> Artificial Intelligence Engineering, B.Eng Medialogy BSc. Medialogy MSc. Sound and Music Computing, MSc. Service System Design MSc. Lighting Design MSc. 	
6.	Self-evaluation action plan <ul style="list-style-type: none"> Artificial Intelligence Engineering, B.Eng Medialogy BSc. Medialogy MSc. Sound and Music Computing, MSc. Service System Design MSc. Lighting Design MSc. 	
7.	Evaluation of study activities, fall 2023	2024-3-3



8.	Semester group meeting minutes, spring 2024 (Please read the ones from your own campus)	2024-3-4
9.	Coordinator/secretary revised list, spring 2024	2024-3-5
10.	Any other business	
11.	Dispensations <ul style="list-style-type: none">• Information from the study board secretariat• 1 case (info via mail)	

1. Approval of agenda and minutes from the last meeting

Approval of agenda: Agenda approved.

Approval of minutes from the previous meeting: Minutes approved.

2. Information from the Chairman

June Study Board meeting – The June Study Board meeting is planned to take place June 5th. It is a national holiday. The secretariat has decided to ask the Study Board if we should move the meeting or cancel it.

Decision: As we are in the exam period, the Study Board choose to cancel the meeting. If we need to handle any cases, it will be handled by mail.

Dispensation 4th semester AAL, online censoring – DM has asked the study board for an exemption to do all 4th semester project exams online this year. CBM has already granted the exemption, as the censors have asked about it and needed a reply. The censors are from Copenhagen, and it will be an advantage in terms of both time and costs. The students will of course be present physically in the exam room with their supervisor. The Study Board had no objections to this topic, so it is now formally granted.

Employer panel – An online employer panel meeting in June with new panel members from the industry is right now being prepared. We will present the minutes from that meeting in a Study Board meeting in the fall.

The process was initiated by NOVE. ML has taken over the task and with good help from Anne C. (Study area manager) and Trine Dalgaard (TDAL) (new quality assurance secretary in CPH). We have a webpage that soon will be updated with panel members and agenda for the meeting.

It can be a challenge to find skilled panel members and subsequently combine their feedback into perhaps revision of future study plans.

Intake of B.Sc. students, fall 2024 (first figures): Head of department has informed that the figures for this year are looking stable – trending upwards both in AAL and CPH. We hope for more applicants for both places for the second deadline (July 5th) especially for AAL.

3. Information from the Vice Chairman

Teacher of the year 2023/2024

LKG informed that the nomination posters will be announced on Moodle today or at least this week. Deadline is April 18th. LKG ask all members of the Study Board to nominate and encourage fellow students to nominate.



4. Status on the action plan from meeting no. 2024.2

Discussion on Generative AI

CBM will secure to address all students with the possibility to follow a Micro credential course regarding Generative AI.

08.11.23: Not handled yet.

13.12.23: Not handled yet.

17.01.24: Not handled yet.

07.02.24: Not handled yet.

06.03.24: Not handled yet.

03.04.24: CBM has informed all students about this on Moodle. **To be removed from the action plan.**

Awareness of "GitHub co-pilot":

CBM will make awareness of "GitHub co-pilot" for the students in programming classes.

17.01.24: Not handled yet. We had a debate about whether it is the students or the programming course lecturers that should be informed. CBM will contact the teachers for a start.

07.02.24: CBM is in doubt how to handle this topic.

We had a debate about how to address this to the students. The best solution would be to send information to the course teachers and the coordinators and ask them to inform the students during the lectures. It is important that the students know how to program before they use the co-pilot. It cannot replace studying programming skills. However, it can speed up the process when a student is aware of this supplement. Students in AI are working with the co-pilot in one of their courses. CBM: will write a mail to the colleagues about this.

06.03.24: Not handled yet. It is not straight forward to figure out who to include as recipients for this mail.

03.04.24: We have had a debate about this topic and generative AI in general. There might be some confusion about the different tools. It might also be way outside the study board jurisdiction.

We should debate how to inform lecturers and supervisors regarding implementation in the daily work. Could perhaps also be part of the next topic regarding proper citation.

CBM expects that AAU will be migrating to a full 365 license world where co-pilot will be part of this. **To be removed from the action list.**

Dispensations:

DM and CD start planning a couple of lectures on proper citation etc.

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

5. Study plan revision

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

CBM will contact all program responsible staff to hear if we need to change anything in the latest study plans. It could be regarding prerequisites, censoring, exam formats, re-exam formats etc. Perhaps have focus on running evaluation.

Action: CBM will contact all program responsible staff to hear if we need to change anything in the latest active study plans.



6. Self-evaluation action plan

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

Nothing.

7. Evaluation of study activities, fall 2023

AAL:

DAKI1 – 9 out of 22 respondents. Low response rate. Hard semester start, because it is a new study. Moodle learning curve and the whole process as starting as a new student needs focus in the future. The coordinator could investigate the backgrounds of the students. Issues regarding the PBL course. The project grades seem too high.

MED1A – 14 out of 31 respondents. Issues regarding the PBL course. Grades look fine.

MED3A – 15 out of 27 respondents. It has been a challenging semester. Mixed reviews for the math course. It seems that some of the students are struggling with the course. Different replies from supervisors. Grades look fine.

MED5A – 14 out of 22 responding. The grades for the projects were a bit high. The study board will investigate if the project course must be changed. Grades look fine.

MED7A – 6 out of 12 responding. The study board is aware of the online elective course challenges. The graphs are not looking too good. The same for the self-reported study time, preparation for classes etc.

JEW: The RTCG course was taught online from CPH, why many students dropped out of the course. CBM: The only reason that we can have elective courses is that it is held online, due to economy, unfortunately.

CPH:

LID9 – 2 out of 15 respondents. Very low. No further comments.

MED1C – 13 out of 55 respondents. It is very low. Communication issues regarding IKDU and exam information. Moodle issues and lacking information regarding literature. Game Jam was excellent which the study board approves.

MED3C – 12 out of 56. Too low.

Generally, the courses were great. The math course was however not found as relevant even though the teacher did a lot of effort. Compared to last year it has been a little bit better. The Study Board supports that the teacher will continue the good work.

Comments from the meeting: A separate math course taught by a math teacher it is part of a deal to finance the math department. However, it is still better to have it on the 3rd semester than the 2nd. Hopefully a better integration between the math course and the other courses could be beneficial. A meeting before semester start between the coordinators could also be a good idea. The math course could perhaps be the project course in a future study plan. Grades look fine.



MED5C – the report was not handed in by the coordinator. A student member of the Study Board would like to see the student responses and grade statistics.

Action: AMR will create a “light” report for MED5C to be commented on at the next meeting.

Action: CBM will create a new template for the ESA report, to simplify the process.

MED7C – 3 out of 29 respondents. Much too low. Feedback from students in semester group meetings resulted in good feedback to the teacher of the narratives course. It is problematic that the coordinator is not teaching or supervising in this semester.

CBM: The coordinator was asked very late.

Grades look fine.

Challenges in the wearable course is that the students have different backgrounds. Maybe having a few lectures for the students without having a background. Or use the students with a strong background to help teaching the new ones.

MED9C – 4 out of 28 respondents. Much too low.

The balance between POSEO and DADIU was fine. DADIU is going through some challenges right now with low number of students. It seems that the evaluation of the DADIU students was poor and will be better in the future.

SMC7 - 4 out of 14 respondents. Grades in the NIME course seemed extravagant.

One student mention (with AAU background) that the person feels obligated to help all students from outside AAU in this semester. It is important to communicate the practical information to the students right after semester start. The Study Board encourages the coordinator to arrange social events in the beginning of the semester. Cross semester integration and cross education integration especially regarding study environment needs focus.

SSD7 – 7 out of 37 respondents. The semester had issues with the company collaboration, so it would be good with a plan B in the future. The grades in the course Visualizing and in Service Design somewhat high. User Experience Design for Service Interaction – almost all students failed as no student handed in the material. Frustratingly low.

Something should be done to that problem. Issues with the survey.

SSD9 – 6 out of 25 respondents. Very low. Grades looks fine.

Tweaking the current thesis form.

Action: CBM will ask Luca about this sentence.

8. Semester group meeting minutes, spring 2024

This topic was not handled, as we ran out of time. We will look at the minutes in the next Study Board meeting.

Topic for the next meeting

9. Coordinator/secretary revised list, spring 2024

In the revised list of coordinators and secretaries for spring 2024, we find new study secretaries for the semesters in Copenhagen, as Christine Pedersen has stopped her job late January 2024. And we also find that research assistant Mads Strømberg Pedersen is coordinating MED6C together with Thomas Bjørner.

Action: CBM will communicate with Thomas Bjørner about the new MED6 coordinator Mads Strømberg Petersen.



10. Any other business

Nothing.

11. Dispensations

- **Information from the study board secretariat**
None.
- **Cases (closed point)**



Actions:

Dispensations:

DM and CD start planning a couple of lectures on proper citation etc.

03.04.24: Not handled yet.

Study plan revision:

CBM will contact all program responsible staff to hear if we need to change anything in the latest active study plans.

Evaluation of study activities, fall 2023

AMR will create a "light" report for MED5C to be commented on at the next meeting.

CBM will create a new template for the ESA report, to simplify the process.

SSD9 - Tweaking the current thesis form... CBM will ask Luca about this sentence.

Coordinator/secretary revised list, spring 2024

CBM will communicate with Thomas Bjørner about the new MED6 coordinator Mads Strømberg Petersen.

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 - the report is still not available (17-01-2023)
- Semester group meeting minutes (May meeting)