



Minutes from Media Technology Study Board Meeting 2022.02 Copenhagen, Wednesday, February 9, 2022

Present members:

Claus B. Madsen (CBM)
Jesper Rindom Jensen (JRJ)
Rodrigo Ordonez (RO)
Olga Timcenko (OT)
Cumhur Erkut (CER)
Niels Christian Nilsson (NCN)
Hjalte Drejer Jørgensen (HDJ)
Julius Ebenau Winther (JEW)

Secretaries:

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

Present non-members:

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

Absent:

Conrad Janke Henriksen (CJK)
Jeppe Paaske (JP), observer, study counselor
Nis Ovesen (NOVE), observer

Agenda		Enclosure
1.	<ul style="list-style-type: none"> Presentation round Expectations to the study board by CBM Constitution of the new study board (election of chairperson and vice chairperson) 	
2.	Approval of agenda and minutes from the last meeting	2022-2-1
3.	Information from the Chairperson and the vice chairperson <ul style="list-style-type: none"> Open House 2022, CPH: Feb. 10, AAL: Mar. 4 	
4.	Status on the action plan from meeting no. 2022.1	2022-2-2
5.	Study board state of the union <ul style="list-style-type: none"> "Datapakken" 2021 1st year drop out figures Semester evaluation report example LinkedIn survey 	2022-2-3
6.	Study plan revision and self-evaluation <ul style="list-style-type: none"> Medialogy BSc. Medialogy MSc. Sound and Music Computing, MSc., CPH Service System Design MSc. Lighting Design MSc. 	
7.	Any other business	
8.	Dispensations <ul style="list-style-type: none"> Information from the study board secretariat Cases (none) 	

1. Presentation round

Everybody gives a short presentation of themselves.

1a. Expectations to the study board

CBM explains about the study board's work: complicated dispensations; study plan maintenance



and development; quality assurance system e.g.: approval of coordinator lists, semester descriptions, semester evaluation reports and more.

1b. Constitution of the new study board (election of chairperson and vice chairperson)

Claus is re-elected as chairperson

Hjalte is re-elected as vice chairperson

2. Approval of the agenda and minutes

Approval of agenda: Agenda approved

Approval of minutes from the previous meeting: Minutes approved, although RO is not leaving Denmark; it was a misunderstanding. RO is only going to leave the MT study board when the new VIP election comes.

3. Information from the Chairperson and the vice chairperson

Chairperson:

Open House, we have the dates: 10 February for CPH (online) and 4 March for AAL

Vice chairperson:

The third student member of the study board, Conrad Janke Henriksen, has dropped out of his study. So now we only have two student members of the study board.

There has been a meeting in the Central Study Council. There were mostly updates from Aalborg campus and the study environment, which looked cool. There were no updates from Copenhagen campus, they will come at the next meeting.

4. Status on the action plan from meeting no. 2022.01

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.

19.01.22: Not handled yet. Our hope is to do it early this year in preparation for next fall.

09.02.22: In March HSF, CBM, SSGA and AMR will meet to produce clear instructions concerning how students should document their DADIU and POSEO semesters, respectively. **Remains in the action plan**

Prevent student drop-out from lectures

Raise the issue with our new Dean of Education. Ask Faculty wide or even University wide, what can, and are being done towards this issue.

09.02.22: CBM has mention it to the new Dean of Education, Louise Møller Haase. **To be removed from the action plan.**

Re-visit the DADIU exam due to CBMs experiences

Maybe HSF can join a SN meeting where we can discuss this.



09.02.22: Not handled yet. Maybe we can have it as a point in an agenda at a meeting where we don't have a lot of other stuff. **Remains in the action plan**

POSEO overview, fall 2021

CBM will send the POSEO overview to coordinators and others who could be interested.

09.02.22: Is handled. **To be removed from the action plan.**

Application for exemption to a 5 persons Master thesis group

CBM goes back to the first group who applied for exemption to a 5 persons group, and ask them to send some more detailed arguments for being 5 students in one group. Also, CBM will encourage them to split up into two groups.

There will be a written vote on how to handle exemptions to larger thesis groups in the study board in the future.

09.02.22: Is handled. **To be removed from the action plan.**

Suggested topic for Any Other Business:

- Groups from three different semesters are required to share a single room at the CPH campus (suggestion from MGH)

5. Study board state of the union

This point was taken together with point 1a. "Expectations to the study board"

Datapakken 2021: A huge data package containing key figures on every single education. There is a "traffic light indicator" to indicate what we must investigate, e.g., unemployment and student intake.

1st year drop out figures: Every month we get these figures so we can monitor the drop out on every month the first study year. However, it is not only the first year that we are interested in anymore. It turns out that one in two students drop out over the whole bachelor's programme.

Semester evaluation report: The semester coordinators are responsible of writing a brief report on how the whole semester went. Considering the minutes from all semester group meetings, the surveys that each student have answered regarding the semester, and the statistics of the students' grades.

LinkedIn survey regarding employability: Occasionally, we look our graduates up on LinkedIn to see where they are employed and what their job title is, so we can make some informal statistic. It is not something we have to do, but something we find interesting.

6. 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.**

No new information or discussions for this meeting.

7. Any other business



MGH is raising a problem regarding lack of space for MED6, MED8 and MED10 in CPH. It is MGH's impression that half of the groups are resorting to working from home or online as there is no space at all. The groups cannot have their own space anymore, with a whiteboard where they can write notes etc.

Action: it is decided that MGH will email the Study Board with a short description of the problem, the concerned semesters, and maybe a few details about the physical space they have been asked to share.

8. Dispensations

We have had the occasional request for a fourth exam attempt. We typically just accept these dispensations and in most cases the students pass the fourth attempt.

We have had some groups that wants to be four members instead of the three-person limit, and they have also got the dispensation.

We do not have any cases to handle on this meeting.



Actions:

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08.12.21: Not handled yet.

19.01.22: Not handled yet. Our hope is to do it early this year in preparation for next fall.

09.02.22: HSF and CBM will meet in a couple of weeks and settle this regarding how to explain the students what they must hand in in terms of documentation for the DADIU semester, and for POSEO.

Re-visit the DADIU exam due to CBMs experiences

Maybe HSF can join a SN meeting where we can discuss this.

09.02.22: Not handled yet. Maybe we can have it as a point in an agenda at a meeting where we don't have a lot of other stuff.

Groups from three different semesters are required to share a single room at the CPH campus

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