



AALBORG UNIVERSITY
DENMARK

**Notice of the study board meeting No. 2024.5.
Wednesday 1 May 2024 at 12.30
Aalborg: Fr.B. 7, room A1-103
Copenhagen: MS Teams**

Study Board for
Electronics and IT
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29 April 2024

Members of Study Board:

Tatiana K. Madsen (Chairman)
Peter Koch
Troels Bundgaard Sørensen
Henrik Schiøler
Thomas B. Moeslund
Jens Myrup Pedersen

Steffen Tidou Pedersen (CE)
Anders Peter Bundgaard Kristensen (ES)
Mathias Lykholt – Ustrup (ROB)
Ronja Katharina Pihl (PDP)
Julie Holm Bengtsson (CYBER)
Marie Hastrup Brisson (CCT)

Agenda

No.	Time	Topic	Resp.	Enclosure
1.	12:30	Approval of agenda		
2.	12:35	Approval of minutes from meeting in April 2024		Enclosure 2024.5 – 2
3.	12:40	AI in education <i>Draft for questionnaire (that should be sent to vice-dean and will be discussed on next DRU meeting) has been prepared by TKM and OA. It will be discussed during the meeting and updated afterwards. Draft can be found as enclosure. OA is invited to participate.</i>	TKM	Enclosure 2024.5 – 3
4.	13:20	Task description for supervisors on the 1 st year <i>Two years ago ESN prepared a task description document specifying tasks of supervisors (attached). The purpose of this document is to help getting an overview of the teaks for a newly appointed supervisors and serve as a check-list for supervisors. The tasks of a supervisors, especially on the 1st year of education, go beyond providing technical assistance, bit also include assistance with achieving PBL learning goals, help with social integration and well-being of all students in a group. According to HP, TKM has prepared a document specifying these tasks. During the</i>	TKM	Enclosure 2024.5 - 4



		<i>meeting, a draft will be presented, discussed and corrected based on the received comments. The draft can be found as an enclosure.</i>		
	14:00	Break		
5.	14:10	Semester group meetings minutes – Spring 2024 <i>A number of minutes from semester group meetings has been received. The minutes can be found as an enclosure and we will discuss them during the meeting. TKM makes a summary that will be presented during the meeting.</i>	TKM, all	Enclosure 2024.5 - 5
6.	14:40	Template for project status updates for semester group meetings <i>As discussed during meeting in April, we would like to introduce a practice that students provide information to coordinators on the status of their projects before the semester group meeting. To help with this process, a template is prepared.</i>	APBK	Enclosure 2024.5 – 6
7.	15:00	Dispensation		Enclosure 2024.5 – 7
8.	15:15	Messages	TKM, all	
9.	15:30	Any other business		
10.	15:40	End of meeting		

Best regards
Tatiana K. Madsen